



STAFF REPORT

Historic Preservation Commission

October 5, 2022

HPCA-22-00123

Agenda Item: VI.D.4.

Case Number: HPCA-22-00123

Property Address: 108 NW 15th Street

District: Heritage Hills East Historic District

Applicant: Klaas Reimann-Philipp
2801 N Hudson
Oklahoma City, OK 73103

Owner: Zac Dean-Duty
212 NW 32nd Street
Oklahoma City, OK 73103

A. CASE ITEMS FOR CONSIDERATION

1. Replace concrete steps and walkway (elective);
2. Install sidewalk (elective);
3. Replace fence (elective);
4. Install spiral staircase and concrete entry slab and platform at rear of building (elective);
5. Replace windows (elective);
6. Replace front balcony (elective);
7. Replace front door and sidelights (elective);
8. Repair/replace and relocate back doors (elective);
9. Repair brick to match existing (elective).

B. BACKGROUND

1. Project Description

The applicant proposes the rehabilitation of the structure, including windows, doors, balcony, and rear deck and stair.

2. Location

Project site is located on the south side of NW 15th Street, mid-block between Broadway and Robinson.

3. Site History

Date of Construction: circa 1922

Zoned Historic Preservation/Historical Landmark: 1999

National Register Listing: 2020

Description from National Register Nomination Intensive Level Survey:

108 Northwest 15th Street. Circa 1922. Multi-Family: Prairie School. This contributing, two-story, multi-family dwelling is brick with a concrete foundation. The dwelling has a flat roof with membrane material and a hip visor with composition shingles around all four sides. The dwelling is three bays wide at the north elevation, with the center bay recessed on both floors. A balcony is set within the recess at the second floor. Entrances are located within the recessed center bay on each floor. Window openings at the first floor of the north elevation align with the openings above but are covered with painted plywood. Second floor windows are one set of three, double-hung, five-over-one windows in the bays on each side of the building. Window openings on both the east and west elevations are boarded throughout the first floor, while second-story windows that contain paired and single, multi-light-over-one, double-hung windows. The south (rear) elevation is not visible. There is a brick exterior chimney on both the east and west elevations. A flight of concrete steps with metal handrails lead from the public sidewalk to the front entrance of the building.

Additional Information:

The 1922 edition of the Sanborn Fire Insurance Maps show a different lot configuration for this block than what exists today. The location of the subject property is within a large lot extending through the block, with east-west oriented lots to the east, facing Broadway, and an Electric Railway Right-of-Way to the west. The 1949 Sanborn illustrates the same lot configuration, with the structure addressed as 110-112 NW 15th and labeled as a two-story "flat" (apartments) with brick veneer and composition roof. A fire stair is shown in the center rear of the building. A one-story autohouse is indicated to the southeast of the building, spanning more than half the width of the lot and labeled "4 cars." By 1955, the Sanborn no longer labels the property to the west as the Railroad Right of Way but the lot configuration is otherwise the same.

4. Existing Conditions

Some time after the 1955 Sanborn, lots on this block fronting onto Broadway were extended to align with the west property line of the subject property. The rear property line for 108 NW 15th is now 9 feet from the rear of the building. Windows are in poor condition and appear to be missing in many places, and the front balcony has been altered. The interior of the building has been stripped down and no historic interior features appear to remain.

5. Previous Actions

In 2010, the HP Commission approved extensive rehabilitation work to the property to convert it to a single-family home, including replacement of windows, doors, sidelights, railings, and paving, as well as removal of the exterior stair at the rear and other items. It

appears that this work was never completed.

C. ITEMS IN COMPLIANCE

*Unless noted below in Section D., Issues and Considerations, all other case items of this proposal comply with the Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts, and with all relevant sections of the Oklahoma City Municipal Code, 2020.**

1. Item 3, Replace fence (elective).

- a. **Description:** The applicant proposes to replace the existing chain link fence with a 6-foot-tall wood fence with cap and trim. The fence is located at the rear corner of the building on the west side and well beyond the 40% mark on the east side.
- b. **References:** *Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts*

2.8 Fences and Walls

Policy: Preserve original or historic fences and fence walls. New fences should be of renewable materials such as wood, woven wire or brick. Vinyl fences are not appropriate.

Design Justification: Fence walls and fences historically marked property boundaries and may have shielded private areas from public view. Historic materials such as wire, wood and brick are compatible materials; vinyl materials introduce an incompatible artificial appearance.

Sustainability Justification: Preserving existing fences and fence walls saves resources. New wood fences constructed of lumber from managed forests represents use of a renewable resource. Petroleum-based vinyl fencing is not a sustainable material.

- 2.8.4: Fences and fence walls in back yards have more flexible requirements than those in side yards or those that are front yard facing because they are less visible from the public right-of-way.
- 2.8.5: Fences and fence walls are generally permitted in side, corner side, and back yards. Interior side and corner side yard fences and fence walls must be set back from the historic front building line by a distance not less than six feet. Depending on the materials and details of a fence and fence wall, additional requirements of this section may apply.
- 2.8.6: A fence or fence wall located on the street facing side yard of a corner property must be set back from the inner edge of a public sidewalk by a minimum distance of two feet, or six feet from the curb where there is no sidewalk.
- 2.8.7: If an adjacent corner property side yard has an existing fence or fence wall, then consideration shall be given to align a fence or fence wall to the same setback as that existing fence or fence wall of the adjacent corner property side yard.

- 2.8.8: Fences shall be located behind any open front porch of the main building AND the open front porch of the main building of any adjacent property.
- 2.8.9: Fences and fence walls shall be located at or behind the front 40% of the side yard of the main building unless the fence or fence wall is 75% transparent not including posts or columns spaced a minimum of eight feet apart. Depending on the design and architecture of the main building, additional requirements of this section may apply.
- 2.8.10: Opaque fences and fence walls, those that are less than 75% transparent not including posts or columns space a minimum of eight feet apart, shall not obscure view of significant architectural features of the primary building on the property, such as a bay window, porte-cochere, or other significant character defining building projection or feature.
- 2.8.12: Fences and fence walls shall not exceed eight feet in height at the back property line or alley.
- 2.8.13: Fences and fence walls shall not exceed six feet in height on side or front facing locations.
- 2.8.16: Acceptable materials for fences and fence walls are wood, brick, stone, cast iron, iron, chain link, twisted wire, painted aluminum that mimics the appearance of cast iron or iron fences, or a combination of these materials. Materials for fences and fence walls should be consistent with materials historically used at each individual property or within the historic district during the period of significance.
- 2.8.17: Wood fences may be left unfinished or painted or stained in colors appropriate to the style and period of the property or the district. The exterior flat fence or fence wall surface, if painted, should be compatible with the color of the main building.
- 2.8.19: Tops of new fences or fence walls may be horizontal, stepped, scooped, arched or parallel with the grade, as appropriate to the style and period of the main building or the historic district.
- 2.8.21: The side of a fence or wall facing the street or alley shall be the “finished” side.

c. Recommended Specific Findings:

1. That the existing fence is not a historic feature;
2. That the proposed fence meets all applicable guidelines for material, height, and placement.

2. Item 6, Replace front balcony (elective).

- a. Description: The applicant proposes to replace the balcony at the center of the front elevation with a traditional wood railing and floor, based on the design of the railing at the similar building across the street to the north. The top of the rail is 42 inches above

the balcony floor. The bottom rail is set three inches off the floor, creating the appearance of a shorter rail typical at historic properties. The floor material has not been indicated but is presumed to be wood.

- b. References: Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts

3.3 Porches, Canopies, Porte-Cocheres & Balconies

Policy: Historic porches, canopies, porte-cocheres and balconies are important features and are often the dominant characteristic of a building. These features that are visible from the public right-of-way should not be altered.

Design Justification: Front porches and canopies connect a building to its context by orientating the primary entrance to the street. The various components of porches, canopies, porte-cocheres, and balconies, including steps, railings and columns, provide scale and detail to historic buildings.

Sustainability Justification: Porches, canopies, and porte-cocheres protect entrances, provide shade, and enhance a building's energy efficiency.

Porches and Balconies

- 3.3.8: Reconstruction of a missing porch, canopy, porte-cochere or balcony is encouraged and must be based on accurate physical evidence of the original or historic configuration, placement and detail of the feature and supplemented with historic photographs that show the original feature.
- 3.3.9: If no photographs or other documentation exist, the design of a replacement porch should be compatible with the historic building in height, proportion, style, roof shape, material, texture, detail and color. Buildings of a similar architectural style can provide examples of appropriate design.

Porch Elements – Columns & Railings, Ceiling & Flooring, Stairs

- 3.3.13: The dimensions and proportions of replacement balusters must match the historic porch. The spacing and height of railing balusters is important to the character of the historic building with typically closely spaced balusters and relatively low railings (30" or less in height). Although this height may not conform with current codes, existing historic railings are permitted to remain until they are too deteriorated to be retained and repaired, therefore it is critical to retain the historic porch balustrade and railings.

Ceilings & Floors

- 3.3.16: Preserve and maintain original or historic porch ceiling and flooring materials. Ordinary maintenance and repair (less than 50% replacement of an element) do not require review.
- 3.3.17: Ceilings and soffits were often finished with painted beaded board or other types of tongue and groove boards. These historic materials provide important scale and detail and must be preserved and maintained. Common colors for porch ceilings were "sky blue" or white.

- 3.3.18: Preserve and maintain original or historic porch floors such as wood, concrete or tile. Do not paint, stain or cover original porch floors with “wall-to-wall” or glued down carpet or other surface materials. Area rugs may be used and are non-permanent as long as they are not permanently affixed.

c. Recommended Specific Findings:

1. That the Guidelines support removal of non-historic features and replacement with a feature that is compatible with the historic building;
2. That the existing balcony is non-historic;
3. That the proposed design is compatible with the building and is based on a similar feature at a similar building in the area;
4. That materials for the proposed balcony, including the porch floor and fascia, have not been fully described.

3. Item 4, Install spiral staircase and concrete entry slab and platform at rear of building and Item 8, Repair/replace and relocate back doors (elective).

- a. Description: The applicant proposes to replace an existing, deteriorated rear deck and exterior stair with a new landing and spiral staircase. The applicant also proposes either the repair or replacement of the back doors and relocation of the second-story door to align with the floor height and proposed stair landing. A replacement door has not been described. The existing doors are partially visible in provided photographs and do not appear to be historic. All features are at the rear of the property and, while visible from Broadway, are a great enough distance from the street to have minimal impact upon the visual character of the property.

- b. References: *Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts*

3.1 Maintenance, Preservation and Rehabilitation of Exterior Building Materials

Policy: Maintain and preserve original or historic exterior finishes and materials such as wood, brick, stone and stucco. When repair or replacement of materials is needed, consideration should be given to sustainable methods and materials that also maintain the historical visual character of a building or property.

Design Justification: The form, materials and details of exterior walls, roofs, door and window openings, and decorative details, as well as scale, texture and variety, contribute to a building’s historic character. The texture, patterns and finishes of historic materials such as clay tile, slate, brick, stone, stucco and wood siding are important character-defining features; obscuring or removing these features diminishes the significance of historic buildings and structures.

Sustainability Justification: The exterior materials of a building represent embodied energy and preserving them helps maintain a building’s architectural integrity and its embodied energy. When maintained properly, these materials can last indefinitely, eliminating the need to use new resources for their replacement.

When new materials are necessary, consideration should be given to sustainability, which includes the availability of raw resources, the method and energy used to extract, transport, and process the raw resources, the energy to manufacture and transport a commercial product, and longevity of installed materials.

- 3.1.16: When a missing or severely deteriorated feature, element, or component is replaced, it shall be replaced in-kind, that is, matching the original in dimensions, detail, size, form, material and finish.
- 3.1.17: Incompatible non-historic alterations to a historic building are encouraged to be removed, and the building restored to its original appearance during the period of significance.
- 3.1.18: Renovations previously undertaken may conceal original or historic building fabric. When altering a historic building, non-historic alterations in the area of the proposed alteration should be removed.
- 3.1.19: If original or historic materials do not remain, the original form may be reconstructed or restored based on physical, photographic, or documentary evidence.
- 3.1.26: Historic architectural features and materials should be retained and preserved when adapting the building to contemporary use.
- 3.1.27: If replication of original elements is not possible because of a lack of historical physical, photographic or documentary evidence, then a new design that is compatible with the original form, style, and period of the building shall be used.
- 3.1.28: An appropriate option for a replacement feature is a new design that is compatible with the remaining character-defining features of the historic building.
- 3.1.29: The new design of a missing feature shall take into account the size, scale, and materials of the historic building; should be clearly differentiated to avoid a false historical appearance; and should maintain visual attention on the authentic and historic aspects of the building.
- 3.1.30: New compatible designs for missing features should be reversible so that they can be replaced with a more appropriate design in the event that better and more accurate historical evidence becomes available.

3.3 Porches, Canopies, Porte Cocheres and Balconies

- 3.3.25: Replacement equates with removal of more than 50% of the original or historic material of any porch element. Replacement materials must be in-kind, for example use wood to replace wood stairs and concrete to replace concrete stairs.
- 3.3.26: Original or historic porch stairs should not be removed. If repair by replacement is needed because the stairs are deteriorated beyond repair,

replacement should be in kind. New porch stairs should match the original as closely as possible in appearance, design, size, detail and materials. If new stairs are needed where not located originally, the design should be modest and be appropriate for the style of the building.

3.5 Doors and Entries

Policy: Doors and entrances are important aspects of the architectural character of a building. Historic doors and entries should be retained and preserved.

Design Justification: The proportion, shape, location, pattern and size of doors contribute significantly to the historic character of a building and help convey the style and period of the building.

Sustainability Justification: Preserving original or historic doors is part of the overall sustainability of the building and they should be made air-tight with proper weather-stripping. Storm doors help to enhance energy conservation. Blower-door tests, performed as part of an energy audit, can document air leaks that should be sealed.

- 3.5.4: The design of replacement doors shall be based on historic documentation, if available, and shall reflect the style and period of the building. Replacement doors shall be compatible with historic doors in proportion, shape, location, pattern, size, materials, and details.
- 3.5.5: Preserve existing historic door openings, do not enlarge or diminish to fit stock door sizes.
- 3.5.6: Unless documentation is provided to demonstrate other materials were historically used on a building, primary (usually the front door) entrance doors shall be wood.
- 3.5.7: New door openings at back elevations are permitted and shall minimize damage to the original design of the building and character-defining features.
- 3.5.8: New door openings in the front facade of a primary building are not permitted.
- 3.5.10: If new openings are necessary due to code requirements or other reasons, they may be considered under unique circumstances and must be compatible with existing door openings in proportion, shape, location, pattern, size and material.
- 3.5.11: Alternative materials for doors and door frames such as composite wood and aluminum clad wood, may be considered for side and back door locations except for the Heritage Hills Historic and Architectural District for which only wood doors are permitted.

c. Recommended Specific Findings:

1. That the existing deck, stair, and doors do not appear to be historic;
2. That the Guidelines allow for replacement of a historic feature that is no longer

extant with a compatible, reversible new feature;

3. That the proposed stair and landing are located at the rear and visible only from a side street at the east end of the block;
4. That the proposed features will not adversely affect the historic character of the property or district;
5. That the existing doors and their possible replacements must be fully documented for inclusion in the Certificate of Appropriateness if approved.

4. Item 9, Repair brick to match existing (elective).

- a. Description: The applicant proposes to repair and repoint masonry as needed. No new brick is planned.
- b. References: *Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts*

3.1 Maintenance, Preservation and Rehabilitation of Exterior Building Materials

Policy: Maintain and preserve original or historic exterior finishes and materials such as wood, brick, stone and stucco. When repair or replacement of materials is needed, consideration should be given to sustainable methods and materials that also maintain the historical visual character of a building or property.

Design Justification: The form, materials and details of exterior walls, roofs, door and window openings, and decorative details, as well as scale, texture and variety, contribute to a building's historic character. The texture, patterns and finishes of historic materials such as clay tile, slate, brick, stone, stucco and wood siding are important character-defining features; obscuring or removing these features diminishes the significance of historic buildings and structures.

Sustainability Justification: The exterior materials of a building represent embodied energy and preserving them helps maintain a building's architectural integrity and its embodied energy. When maintained properly, these materials can last indefinitely, eliminating the need to use new resources for their replacement. When new materials are necessary, consideration should be given to sustainability, which includes the availability of raw resources, the method and energy used to extract, transport, and process the raw resources, the energy to manufacture and transport a commercial product, and longevity of installed materials.

- 3.1.20: Original or historic masonry or stone surfaces must be maintained and not be painted, unless severe deterioration of the brick or stone can be shown to require painting and other consolidation or stabilization methods cannot be shown to be appropriate.
- 3.1.22: Repair masonry by replacement or patching with in-kind or similar material. When this is not possible, new materials matching in texture, color and detail should be used.
- 3.1.23: New mortar used in re-pointing must match the color and composition

of the original. Incompatible mortar, too high in Portland cement content, may exceed the strength of historic brick and result in acceleration of deterioration of brickwork.

- 3.1.24: Sandblasting, high pressure power washing, the use of blow torch methods and any abrasive cleaning or striping methods must never be used because of the resultant permanent damage.

c. Recommended Specific Findings:

1. That retaining and repairing historic masonry is consistent with the Guidelines;
2. That appropriate methods should be used to clean and repoint brick.

D. ISSUES AND CONSIDERATIONS

This proposal may not comply with the Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts, and with all relevant sections of the Oklahoma City Municipal Code, 2020 as referenced below:*

1. Item 1, Replace concrete steps and walkway (elective) and Item 2, Install sidewalk (elective).

- b. Description: The applicant proposes the replacement of the existing front walkway and stairs, including removal of the existing railings. The applicant proposes the installation of a public sidewalk at the curb where none currently exists for this property.
- b. References: *Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts*

2.3 Sidewalks, Driveways, Parking Lots, Curbs and Vacant Sites

Policy: *Sidewalks, driveways and off-street parking should not interrupt the historic continuity of landscaped front or corner side yards. Historic concrete sidewalks and walkways should be preserved and repaired with concrete that is consistent in pattern, size, texture and color. Historic concrete driveways should be preserved and new driveways should be of concrete rather than asphalt.*

Design Justification: Historically, the consistency and repetition of sidewalk and driveway spacing, placement, dimension and materials create a rhythm to the street. Retaining the specific rhythm of a street is important to preserve historic character. Oklahoma City's historic districts and properties have strong visual elements of grey colored concrete for sidewalks, walkways, some streets and curbs.

Sustainability Justification: Existing historic concrete sidewalks, steps and driveways represent embodied energy and should be preserved. Concrete is a long-lasting sustainable material, reflects solar heat and light and should be repaired or replaced as needed with new concrete to match. New driveways should be of similar design, pattern, texture, dimensions and color as the historic driveway. The use of permeable paving for non-historic and new driveways, sidewalks and parking areas is encouraged because it helps to reduce water run-off.

- 2.3.1: Regular maintenance of site features such as walkways, sidewalks and driveways is encouraged and should employ non-abrasive methods such as sweeping and low-pressure water cleaning.
 - 2.3.6: New concrete for sidewalks, driveways, curbs, and parking lots shall match the aged appearance in design details, color and texture of the existing concrete it replaces or adjacent concrete that will remain. If new concrete is not replacing existing concrete and is not adjacent to any existing concrete it should have an aged appearance in color and finish. New concrete visible from the public right-of-way shall not be bright white in color.
 - 2.3.7: All sidewalks, driveways, and curbs visible from the public right-of-way shall be constructed to maintain the continuity of materials and character present in the district.
 - 2.3.8: Private sidewalks and driveways must be constructed of concrete except where historical precedent demonstrates the previous existence of brick, stone or other materials, which may be considered appropriate for replacement.
 - 2.3.9: Maintain the continuity of existing original or historic sidewalks and the curb cut radius or curved approach when replacing an existing driveway or introducing a new driveway.
 - 2.3.10: Locate new driveways and sidewalks so that the topography of the building site and significant landscape features, such as mature trees, are retained. Protect mature trees and other significant landscape features from direct construction damage and from delayed damage such as destruction of root area or soil compaction by not permitting construction equipment access to the ground area under the tree canopy.
- c. Considerations: Replacement of the front walkway and stairs is consistent with the Guidelines, and maintains an existing historic feature. The existing railing appears to be non-historic, and its removal is supported by the Guidelines; replacement with a new railing may also be an approvable item if proposed.

Guideline 2.3.7 states that “all sidewalks, driveways, and curbs visible from the public right-of-way shall be constructed to maintain the continuity of materials and character present in the district.” As illustrated, the sidewalk is proposed to be installed at the back of the curb with no landscape edge between the sidewalk and the curb. While this is consistent with the sidewalk at the commercial property to the east (outside district boundaries), it is not consistent with the character of the sidewalks at other residential properties on this block and throughout the district. A more consistent installation would locate the sidewalk off the curb, aligned with the public sidewalk on the west end of the block.

- d. Recommended Specific Findings:
1. That the proposed work is consistent with Guidelines for materials and for appropriate replacement of historic features;

2. That the proposed public sidewalk is not consistent with the character of sidewalks present along the block and throughout the district;
3. That new public sidewalks should align with established public sidewalks within the block.

2. Item 5, Replace windows (elective).

- a. Description: The applicant proposes to replace all windows in the structure. The applicant has provided documentation of window openings that no longer contain windows, and numerous examples of window deterioration from deferred maintenance. Based on the building's condition, staff believes that all or most windows likely warrant replacement, but additional documentation of some window conditions may be necessary.

Documentation for the proposed windows of specific window details, including muntin pattern, brickmold, and mullions, has not been submitted but is intended to replicate the historic windows. The proposed window material is aluminum-clad wood with simulated divided lite, 7/8" muntins. This meets the Guidelines for windows in new construction but does not meet the Guidelines for windows in historic structures. In some circumstances, the Commission has approved simulated divided lite windows where they are more capable of replicating the pattern and proportions of the historic windows. Further documentation of the existing and proposed windows may provide for a more accurate comparison.

- b. References: *Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts*

3.6 Windows, Shutters and Awnings

Policy: Windows and shutters are important character-defining features of a building and originals should be retained and kept in good repair. Awnings may be an intended permanent character defining feature such as wood framed and finished with roof shingles to match the rest of the building or temporary such as contemporary fabric awnings with aluminum frames.

Design Justification: The proportion, shape, location, positioning, pattern and size of windows contribute significantly to the historic character of a building and help convey the architectural style and period of the building. Their design, details and craftsmanship that make them worthy of preservation. The presence or absence of shutters and awnings are significant to the visual character of a building.

Sustainability Justification: Many buildings in historic districts retain old-growth wood windows, which can last indefinitely if they are properly maintained, unlike new-growth wood or vinyl windows. In most cases, windows account for less than one-fourth of a home's heat loss. Insulating the attic, walls and basement is a more economical approach to reducing energy costs than replacing historic windows. Proper maintenance and sealing of windows, along with adding storm windows, keeps windows out of landfills and enhances a building's energy efficiency year-round.

- 3.6.1: Regular maintenance and weather-stripping of historic windows ensures their preservation and improves the energy efficiency of a building.
- 3.6.2: Retain and preserve original or historic windows. Preserve and maintain historic window framing and number and configuration of glass panes.
- 3.6.3: Make repairs to an existing window rather than replacing the entire window unit, including replacement in kind of parts that are deteriorated beyond repair. Ordinary maintenance and repair is limited to less than 50% replacement of the window's components and parts including frames and sashes.
- 3.6.5: Original or historic windows more than 50% DETERIORATED BEYOND REPAIR may be replaced in kind.
- 3.6.7: If an original opening is presently blocked, consider reopening it. The replacement of non-historic incompatible windows with windows that are more historically appropriate is encouraged.
- 3.6.8: When window replacement is necessary, do so within the existing historic opening. Use the same frame size to avoid filling in or enlarging the original opening.
- 3.6.9: If original or historic windows can be demonstrated to be deteriorated beyond repair and must be replaced, new windows shall match all of the characteristics of the historic window, including muntins pattern and profile.
- 3.6.10: New windows made of aluminum clad wood with enameled finish may be appropriate as replacements for historic wood windows since these may have acceptable sustainable qualities and closely resemble a painted finish.
- 3.6.12: Thermal pane (also known as insulated glazing) windows are acceptable as replacement windows when the historic windows in a building have been previously removed. When used, thermal pane windows must have true divided lites.
- 3.6.13: A thermal pane window may be appropriate for replacement of a historic wood or metal window when the existing window frame and sash parts are more than 50% deteriorated beyond repair. To replace a historic window with a new unit a window survey including a photograph of the interior and exterior of the unit must be provided to substantiate the condition of the window. Historic windows visible from the public-right-of-way must be retained and repaired or replaced in kind, including replication of muntins pattern and profile.
- 3.6.15: Muntins sandwiched between layers of glass, snap-on muntins, and surface-applied muntins are not appropriate and shall not be used.
- 3.6.16: Clear glass shall be used in all windows.

- 3.6.18: A new window may have a low emissivity coating applied to clear glass provided that the visible light transmittance is not less than .74 and the overall reflectance is not more than 17%.

Considerations: Reinstallation of appropriate windows in openings that are currently boarded is encouraged by the Guidelines. Based upon documentation of window conditions, combined with the knowledge that the building has not been maintained in recent years, staff believes it is likely that the existing windows warrant replacement.

The proposed windows meet the Guidelines for windows in new construction, but do not meet the Guidelines for windows in historic structures. In some circumstances, the Commission has approved simulated divided lite windows where they are more capable of replicating the pattern and proportions of the historic windows. Specifically, in the interest of preserving the proportion of thin, delicate muntins, a simulated divided lite product that can be as narrow as 5/8 or 7/8 inches may be more effective than a true divided lite, thermal pane muntin at 1 1/8 inches. Further documentation of the existing and proposed windows may provide for a more accurate comparison and evaluation of the visual impact of muntin options.

Complete documentation of window components to be replaced, including mullions and brickmold, is necessary to be included in a Certificate of Appropriateness if approved.

c. Recommended Specific Findings:

1. That further documentation of window condition may be necessary to verify that replacement is necessary;
2. That further documentation of all the window components and details to be replicated in replacement window installation is necessary to be included in a Certificate of Appropriateness, if approved;
3. That the Guidelines require true divided lite windows when replacing historic windows with a thermal pane, divided lite window;
4. That the proposed simulated divided lite windows may more accurately replicate the appearance of the historic windows;
5. That further comparison may be necessary to determine the appropriateness of the proposed windows.

3. Item 7, Replace front door and sidelights (elective).

- a. Description: The applicant proposes to replace the front door and sidelights. The existing front door is a non-historic, slab door, and the existing sidelights have been boarded, although the casing at the openings remains. Details of the replacement of the sidelights, and whether they will be installed in the existing openings or whether the entire entryway will be reconstructed, have not been provided. The proposed door is a fully glazed, metal door.
- b. References: *Design and Sustainability Standards and Guidelines for Oklahoma City Historic Districts*

3.5 Doors and Entries

Policy: Doors and entrances are important aspects of the architectural character of a building. Historic doors and entries should be retained and preserved.

Design Justification: The proportion, shape, location, pattern and size of doors contribute significantly to the historic character of a building and help convey the style and period of the building.

Sustainability Justification: Preserving original or historic doors is part of the overall sustainability of the building and they should be made air-tight with proper weather-stripping. Storm doors help to enhance energy conservation. Blower-door tests, performed as part of an energy audit, can document air leaks that should be sealed.

- 3.5.4: The design of replacement doors shall be based on historic documentation, if available, and shall reflect the style and period of the building. Replacement doors shall be compatible with historic doors in proportion, shape, location, pattern, size, materials, and details.
 - 3.5.5: Preserve existing historic door openings, do not enlarge or diminish to fit stock door sizes.
 - 3.5.6: Unless documentation is provided to demonstrate other materials were historically used on a building, primary (usually the front door) entrance doors shall be wood.
 - 3.5.7: New door openings at back elevations are permitted and shall minimize damage to the original design of the building and character-defining features.
 - 3.5.8: New door openings in the front facade of a primary building are not permitted.
 - 3.5.10: If new openings are necessary due to code requirements or other reasons, they may be considered under unique circumstances and must be compatible with existing door openings in proportion, shape, location, pattern, size and material.
 - 3.5.11: Alternative materials for doors and door frames such as composite wood and aluminum clad wood, may be considered for side and back door locations except for the Heritage Hills Historic and Architectural District for which only wood doors are permitted.
- c. Considerations: The proposed door does not meet applicable Guidelines for historic materials and does not appear to be compatible in design with the historic building. Proposed sidelights have not been described in detail.

At the building directly across the street that closely matches the subject property, a fully glazed wood door with Prairie-style muntins is flanked by sidelights, divided into five panes by horizontal muntins. This or another glazing pattern on a wood door and sidelights would be an appropriate design for the entryway at this structure.

- d. Recommended Specific Findings:

1. That the Guidelines state that front doors shall be wood unless there is evidence that other materials were used on the building historically;
2. That the Guidelines state that doors shall be based on the historic condition and shall reflect the style and period of the building;
3. That the proposed door does not meet the Guidelines for materials, and may not be appropriate to the style and period of the building;
4. That the proposed replacement of sidelights has not been fully described;
5. That new doors and sidelights must be fully documented for inclusion in a Certificate of Appropriateness, if approved.

E. HPCA-22-00123 STAFF RECOMMENDATION:

1. **Approve Item 3, Replace fence**, with the specific findings that the proposed work will not have an adverse effect on the historic character of the district or property and complies with all relevant Standards and Guidelines and sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That the existing fence is not a historic feature;
 2. That the proposed fence meets all applicable guidelines for material, height, and placement.
2. **Approve Item 6, Replace front balcony with the following conditions**, with the specific findings that the proposed work, with the **agreed-upon conditions**, will not have an adverse effect on the historic character of the district or property; the items comply with all relevant Standards and Guidelines and sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That the Guidelines support removal of non-historic features and replacement with a feature that is compatible with the historic building;
2. That the existing balcony is non-historic;
3. That the proposed design is compatible with the building and is based on a similar feature at a similar building in the area;
4. That materials of the proposed balcony, including the porch floor and fascia, have not been fully described.

Condition:

- 1) That materials of the balcony be fully described as noted in the staff report.
3. **Approve Item 4, Install spiral staircase and concrete entry slab and platform at rear of building and Item 8, Repair/replace and relocate back doors with the following conditions**, with the specific findings that the proposed work, with the **agreed-upon conditions**, will not have an adverse effect on the historic character of the district or

property; the items comply with all relevant Standards and Guidelines and sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That the existing deck, stair, and doors do not appear to be historic;
2. that the Guidelines allow for replacement of a historic feature that is no longer extant with a compatible, reversible new feature;
3. That the proposed stair and landing are located at the rear and visible only from a side street at the east end of the block;
4. That the proposed features will not adversely affect the historic character of the property or district;
5. That the existing doors and their possible replacements must be fully documented for inclusion in the Certificate of Appropriateness, if approved.

Condition:

1. That the applicant provide documentation of a replacement door that meets relevant Guidelines to staff, if the door is to be replaced.
4. **Approve Item 9, repair brick to match existing with the following conditions**, with the specific findings that the proposed work, with the **agreed-upon conditions**, will not have an adverse effect on the historic character of the district or property; the items comply with all relevant Standards and Guidelines and sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That retaining and repairing historic masonry is consistent with the Guidelines;
2. That appropriate methods should be used to clean and repoint brick.

Condition:

1. That a mortar appropriate in color, texture, joint profile, and degree of hardness for the historic brick be utilized for any repointing;
2. That should the repair work result in the need to utilize new brick, the brick be provided to staff for review prior to use.
3. That if it is necessary to clean the brick, appropriate methods be used and submitted to staff for review prior to use.
5. **Approve Item 1, Replace concrete steps and walkway and Item 2, Install sidewalk with the following conditions**, with the specific findings that the proposed work, with the **agreed-upon conditions**, will not have an adverse effect on the historic character of the district or property; and the items comply with all relevant Standards and Guidelines and sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That the proposed work is consistent with Guidelines for materials and for appropriate

- replacement of historic features;
2. That the proposed public sidewalk is not consistent with the character of sidewalks present along the block and throughout the district;
 3. That new public sidewalks should align with established public sidewalks within the block.

Condition:

1. That the proposed public sidewalk is revised to align with the existing public sidewalk at the east end of the block.
- 6. Continue Item 5, Replace windows,** with the specific finding that additional information is required from the applicant in order to determine whether the action requested is consistent with all relevant Standards and Guidelines and are in compliance with the relevant sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That further documentation of window condition may be necessary to verify that replacement is necessary;
2. That further documentation of all window components and details to be replicated in replacement window installation is necessary be included in a Certificate of Appropriateness, if approved;
3. That the Guidelines require true divided lite windows when replacing historic windows with a thermal pane, divided lite window;
4. That the proposed simulated divided lite windows may more accurately replicate the appearance of the historic windows;
5. That further comparison may be necessary to determine the appropriateness of the proposed windows.

Additional information: Further documentation of window condition if directed by Commission; further documentation of proposed windows in comparison to historic windows.

- 7. Continue Item 7, Replace front door and sidelights,** with the specific finding that additional information is required from the applicant in order to determine whether the action requested is consistent with all relevant Standards and Guidelines, and are in compliance with the relevant sections of the Municipal Code, 2020*, as referenced in the Staff Report.

Specific Findings:

1. That the Guidelines state that front doors shall be wood unless there is evidence that other materials were used on the building historically;
2. That the Guidelines state that doors should be based on the historic condition and shall reflect the style and period of the building;
3. That the proposed door does not meet the Guidelines for materials and may not be

- appropriate to the style and period of the building;
4. That the proposed replacement of sidelights has not been fully described;
 5. That new doors and sidelights must be fully documented for inclusion in a Certificate of Appropriateness, if approved.

Additional information: Revised proposal to include complete documentation of a replacement door and sidelights meeting relevant Guidelines for materials and for compatibility with the historic property.

Note: Staff recommendation does not constitute Commission action.

**Relevant Sections of the Municipal Code governing HP/HL Districts are: §59.3300.1-5; §59.4150.4; §59.4250; §59.7250.1-4; §59.7300.1-7; §59.12200.1-4; §59.13300.1-6.*

Copies of the Standards/Guidelines and Relevant Sections of the Municipal Code, 2020 are available online at www.okc.gov/planning/hp/index.html ; at Planning Department offices located at 420 W. Main, 9th floor, and each HP Commission Meeting.

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