



CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION

**SAN ANTONIO HISTORIC AND DESIGN REVIEW COMMISSION
OFFICIAL MINUTES
5 February 2020**

The Historic and Design Review Commission of the City of San Antonio met in session on Wednesday, January 15, 2020, in the Board Room at the Development and Business Services Center, 1901 S. Alamo.

MEETING CALLED TO ORDER

- Chairman Fetzer called the meeting to order at 3:10 p.m.

ROLL CALL:

- The roll was called by the Executive Secretary.

Present: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.

Absent: Arreola.

CHAIRMAN'S STATEMENT

PUBLIC COMMENTS: None.

CONSENT A and B AGENDA

- **Consideration of Consent Agenda- A items:**
 - Item #A-1, Case No. 2020-002 328 E JOSEPHINE
 - Item #A-3, Case No. 2020-039 1425 S FLORES ST
 - Item #A-4, Case No. 2019-751 122 WOODHULL 142 WOODHULL 3311 MISSION RD 3307 MISSION RD 3305 MISSION RD 129 HUIZAR 131 HUIZAR 134 HUIZAR 156 HUIZAR
- AGENDA A-2 WAS PULLED DUE TO PUBLIC COMMENTS

Motion: Commissioner Fish moved to approve the consent Agenda A-1, A-3 and A-4 with staff stipulations.
Commissioner Bowman seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.
Nays: None.
Absent: Arreola.

Action: **THE MOTION PASSED with 10 AYES, 0 NAYS. 1 ABSENT**

- **Consideration of Consent Agenda- B items:**

PUBLIC COMMENTS: None.

- o Item #B-2, Case No. 2020-015 1150 99TH ST
- o Item #B-3, Case No. 2019-743 169 GREENLAWN
- o Item #B-4, Case No. 2020-020 1112 E CROCKETT ST
- o Item #B-5, Case No. 2020-011 241 E FRENCH PLACE
- o Item #B-6, Case No. 2020-004 Caracol Creek Park (at Potranco and Rosseau Roads)
- o Item #B-7, Case No. 2020-023 158 THORAIN BLVD
- o Item #B-8, Case No. 2020-040 2011 W MAGNOLIA AVE
- o Item #B-9, Case No. 2019-606 511 E CRAIG PLACE
- o Item #B-10, Case No. 2020-010 901 CAMDEN ST

- AGENDA B-1 WAS PULLED DUE TO PUBLIC COMMENTS.
- AGENDA B-23 WAS POSTPONED BY APPLICANT.
- AGENDA B-24 WAS POSTPONED BY APPLICANT

Motion: Commissioner Carpenter moved to approve the consent agenda B2-B10 with staff stipulations. Commissioner Bowman seconded the motions.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.
Nays: None.
Absent: Arreola.

Action: **THE MOTION PASSED with 10 AYES, 0 NAYS. 1 ABSENT**

INDIVIDUAL CONSIDERATION AGENDA A ITEMS

- **Item # A-2. HDRC NO. 2019-108**
ADDRESS: 410 E NUEVA 422 E NUEVA
Applicant: Mari Michael Glassel

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to construct an 8-story, mixed use structure at the cover of S St. Mary's and E Nueva, which is currently a surface parking lot. The structure will feature street level retail as well as 252 residential units. The applicant has noted that structured parking will be wrapped by residential and retail space. The proposed new construction will not require the demolition of an existing structure.

FINDINGS:

- a. The applicant is requesting a Certificate of Appropriateness for approval to construct an 8-story, mixed use structure at the cover of S St. Mary's and E Nueva, which is currently a surface parking lot. The structure will feature street level retail as well as 252 residential units. The applicant has noted that structured parking will be wrapped by residential and retail space. The proposed new construction will not require the demolition of an existing structure.
- b. **CONCEPTUAL APPROVAL** – The applicant received conceptual approval at the March 20, 2019, Historic and Design Review Commission hearing with the following stipulations:

- i. That the applicant provide additional information, including measurements for the proposed curb cut. The proposed curb cut should not exceed twenty-five (25) feet in width.
- ii. That a detailed landscaping plan be submitted when returning for final approval. **The construction document set includes a detailed landscaping plan.**
- iii. That all mechanical and service equipment be screened from view at the public right of way. **The construction document set notes that all mechanical equipment will be located at the rooftop level, and screened from view.**
- iv. That additional façade separation, materials and fenestration be incorporated into the north and east facades. At no time should the proposed facades feature blank walls. If the Commission finds an art wall to be appropriate, staff finds that a timeline for approval should be established.
- v. That the applicant install dark colored windows that feature metal materials that are recessed at least two (2) inches within facades. **The construction document set notes that all windows will be recessed at least two inches within walls, and that all windows will be black.**
- vi. That the applicant submit a master signage plan for review and approval by the HDRC that includes both building and tenant signage.
- vii. ARCHAEOLOGY – The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology.
- c. PEDESTRIAN CIRCULATION – Per the UDC Section 35-672(a) in regards to pedestrian circulation, an applicant shall provide pedestrian access among properties to integrate neighborhoods. Per the submitted documents, the applicant has proposed pedestrian sidewalks across the property to run parallel to E Nueva, S St. Mary’s and S Presa. This is consistent with the UDC.
- d. CURB CUTS – The applicant has proposed one curb cut to facilitate vehicular access into the structure. The proposed curb cut will be located on S St. Mary’s. The UDC Section 35-672(b)(1)(B) notes that curb cuts should not exceed twenty-five (25) feet in width. At the time, the construction documents do not clarify a width the proposed curb cut. If the proposed curb cut exceeds twenty-five (25) feet in width, the applicant is responsible for ensuring that pedestrian access on the sidewalk at the location of the curb cut is not disturbed. This could be accomplished by providing an uninterrupted sidewalk at the curb cut with a steeper vehicular approach.
- e. PARKING GARAGE – The applicant has proposed for structure parking to be wrapped by both retail and residential space. The proposed parking structure will not be visible from the west (S St. Mary’s), east (S Presa), or the south; however, portions of the parking structure will be visible from the north (E Nueva). The applicant has noted that the exposure parking structure that will be visible from E Nueva will be partially covered by an art installation. Staff finds that the incorporation of art installations, additional façade panels, and varying cladding options should be used to lessen the visual impact of the parking structure.
- f. LANDSCAPING – The applicant has provided a site plan with landscaping information that notes the installation of street trees and other landscaping elements. This is consistent with the UDC and Downtown Design Guide. Additionally, the applicant has provided landscaping plans noting the location and types of landscaping materials that will be installed.
- g. MECHANICAL & SERVICE EQUIPMENT – The UDC Section 35-673(n) addresses service areas and mechanical equipment and their impact on the public. Service areas and mechanical equipment should be visually unobtrusive and should be integrated with the design of the site and building. Noise generated from mechanical equipment shall not exceed city noise regulations. Per the submitted construction documents, mechanical equipment will be located at the roof level, where it will not be visible from the right of way. This is consistent with the UDC.
- h. HUMAN SCALE – According to the UDC Section 35-674(b) a building shall appear to have a “human scale”. To comply with this, a building must (1) express façade components in ways that will help to establish building scale, (2) align horizontal building elements with others in the blockface to establish building scale, (3) express the distinction between upper and lower levels, (4) in this instance, divide the façade of the building into modules that express traditional and (5) organize the mass of a building to provide solar access to the river. The applicant has provided a human scale in multiple instances including

- the installation of a street canopy at the first level, human scaled window openings and balconies and human scaled porch elements. Additionally, the applicant has proposed various materials that feature a human scale, including brick. Staff finds this to be consistent with the UDC.
- i. GROUND FLOOR HEIGHT – The Downtown Design Guide, Chapter 3.A.2. notes that ground floor retail space shall be provided to a depth of at least twenty-five (25) feet from the front façade, and shall include an average fourteen foot floor to ceiling height. The applicant has proposed a floor to ceiling height of 13’ – 2”. While not the required fourteen (14) feet, staff finds that the applicant has met the intent of the code.
 - j. FAÇADE SEPARATION – The UDC Section 35-674 (b)(4) notes that a façade in RIO-3 that features more than thirty (30) feet in length should be divided into modules that express traditional dimensions. The applicant has proposed façade segments that are separated by both vertical and horizontal banding, variations in materials and textures, and varying fenestration patterns. This is consistent with the UDC.
 - k. BUILDING MASSING & HEIGHT – The UDC regulates building height within the River Improvement Overlay Districts. For RIO-3, there is no maximum height for new construction; however, new construction should comply with solar access studies to the San Antonio River and should appear similar in height to other structures found traditionally in the area. The proposed height of the new construction is approximately ninety-three (93) feet to the penthouse roof, and approximately eighty-seven (87) feet to the parapet wall of the primary structure. This property is not adjacent the San Antonio River. Structures found traditionally within the area feature heights varying from one and two structures in height to over fifteen (15) stories in height. Staff finds the proposed height to be appropriate.
 - l. MATERIALS – The applicant has proposed materials that include large format masonry, modular masonry (brick), architectural façade panels, and composite façade panels. Staff finds the proposed materials to be appropriate.
 - m. FAÇADE COMPOSITION – The UDC Section 35-678 notes that traditionally, buildings have been organized into three distinct segments; a base, midsection and cap. This organization helps to give a sense of scale to a building and its use should be encouraged. The applicant has clearly defined the base through the use of a storefront system and street level canopies. The applicant has defined the mid-section by a change in materials and horizontal façade banding elements. The applicant has proposed a cap by a change in façade plane and a change in materials. Staff finds the proposed façade composition to be appropriate and consistent with the UDC.
 - n. FAÇADE COMPOSITION (ART WALLS) – The applicant has proposed for art installations to be installed in locations where fenestration and façade separation do not exist. The proposed locations for art installations are on the north (E Nueva), and east (S Presa) facades. Staff finds that additional design elements should be included on this façade, including a variation in materials and profiles such as façade separation. Façade separation can be achieved through the addition of fenestration and/or façade detailing. Staff finds that additional information regarding an art wall should be provided. If the Commission finds an art wall to be appropriate, staff finds that a timeline for approval should be established.
 - o. WINDOWS – The applicant has proposed to install black metal windows. Per the submitted construction documents, the applicant has noted installation depths of between two (2) and four and one half (4 ½) inches. This is consistent with the UDC.
 - p. CANOPIES – The applicant has proposed canopies at the street level on each street facing façade. Staff finds the proposed canopies to be appropriate and consistent with the UDC.
 - q. SIGNAGE – The applicant has noted that a signage will be requested through a separate application to the Commission.
 - r. ARCHAEOLOGY – The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology.

RECOMMENDATIONS:

Staff recommends approval based on findings a through r with the following stipulations:

- i. That the proposed curb cut on E Nueva be reduced to no more than twenty-five (25) feet in width, or that pedestrian access on the sidewalk at the location of the curb cut is not disturbed.

- This is to be accomplished by providing an uninterrupted sidewalk at the curb cut with a steeper vehicular approach as noted in finding d.
- ii. That the applicant incorporate additional façade elements to lessen the visual impact of exposed parking garage as noted in finding e. At no time should the proposed facades feature blank walls. If the Commission finds an art wall to be appropriate, staff finds that a timeline for approval should be established.
 - iii. **ARCHAEOLOGY** – The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology.

PUBLIC COMMENTS: Virginia Van Cleave supports OHP staff recommendations.

Motion: Commissioner Carpenter moved to approve with staff stipulations and with add stipulation for applicant return for final confirmation on color scheme for staff for approval.
Commissioner Grube seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.
Nays: None.
Absent: Arreola.

Action: **MOTION PASSED with 10 AYES AND 0 NAY. 1 ABSENT**

- **Item # A-5. HDRC NO. 2020-005**
ADDRESS: 1915 BROADWAY
APPLICANT: wilmer figueroa/wfconstruction

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Perform modifications to the existing patio to include modifications to the appearance of the existing structure.
2. Install a wall sign on the patio structure’s canopy to read “Senor Fish, Sea Food Bar” to feature an overall length of approximately twenty-six (26) feet and an overall height of approximately twenty-three (23) for approximately forty-nine (49) square feet in size. This sign will feature internally illuminated channel letters.
3. Install a wall sign on the west facing wall to read “Senor Fish, Sea Food Bar” to feature an overall width of approximately 7.4 feet in width and 6.7 feet in height for an overall size of approximately forty-nine (49) square feet in size. The proposed sign will feature internally illuminated channel letters with a non-illuminated backer panel. The proposed sign will be located at a height that addresses US Highway 281.

FINDINGS:

- a. The applicant has proposed to modify the existing patio structure and install signage at 1915 Broadway, a multi-story, mixed use structure located within the River Improvement Overlay, district 2.
- b. **PATIO MODIFICATIONS** – The applicant has proposed to modify the existing patio is regards to its overall appearance, including the modifications of the existing metal columns to appear more substantial. The applicant has also proposed to install a new soffit and trellis structure for the existing patio. The applicant has noted that the structure will not be modified in regards to how it is attached to the existing structure. Generally, staff finds the proposed modifications to be appropriate and consistent with the UDC.
- c. **SIGNAGE (PATIO)** – The applicant has proposed to install a wall sign on the patio structure’s canopy to read “Senor Fish, Sea Food Bar” to feature an overall length of approximately twenty-six (26) feet and an

overall height of approximately twenty-three (23) for approximately forty-nine (49) square feet in size. This sign will feature internally illuminated channel letters. Generally, staff finds the proposed sign to be appropriate; however, staff finds that the internally illuminated channel letters should not produce a glow.

- d. **SIGNAGE (WALL)** – The applicant has proposed to install a wall sign on the west facing wall to read “Senor Fish, Sea Food Bar” to feature an overall width of approximately 7.4 feet in width and 6.7 feet in height for an overall size of approximately forty-nine (49) square feet in size. The proposed sign will feature internally illuminated channel letters with a non-illuminated backer panel. The proposed sign will be located at a height that addresses US Highway 281. The UDC Section 35-674(c)(1) notes that size, scale, height, color and location of signs shall be harmonious with, and properly related to the overall character of the district and structure. Additionally, the UDC Section 35-678(c)(5) notes that signage requests for multi-tenant buildings must complement existing signage with regards to size, number, placement and design. Staff finds that a sign at this location may be appropriate as a building identification sign, but not as tenant signage. Additional locations for tenant signage may be determined through the review and approval of a master signage plan.

RECOMMENDATIONS:

Staff recommends approval of items #1 and #2, patio modifications and the installation of patio signage based on findings b and c.

Staff does not recommend approval of item #3, the installation of signage directed toward the west based on finding d.

PUBLIC COMMENTS: None.

Motion: Commissioner Velasquez moved to approve as submitted with removal of item 3. Commissioner Carpenter seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.
Nays: None.
Absent: Arreola.

Action: **MOTION PASSED with 10 AYES AND 0 NAY. 1 ABSENT**

INDIVIDUAL CONSIDERATION AGENDA B ITEMS

- **Item # B-1. HDRC NO. 2020-034**
ADDRESS: 1115 NOLAN
APPLICANT: Christopher Mongeon/MONGEON CHRISTOPHER &

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Construct a two story rear accessory structure at 1115 Nolan.
2. Perform site modifications including the removal of existing hardscaping and the installation of rear yard automobile parking locations.

FINDINGS:

- a. The structure at 1115 Nolan was constructed circa 1915 and features two stories in height with double height front porch columns, a wraparound front porch and front and side gabled roofs. At the rear of the primary historic structure, the applicant has proposed to construct a two story rear accessory structure to contain a garage and dwelling unit on the first floor and dwelling units on the second floor. The proposed footprint is 1,005 square feet.
- b. PREVIOUS APPROVAL – This request was reviewed and approved by the Historic and Design Review Commission on December 20, 2017. Certificates of Appropriateness are valid for 180 days, and the issued Certificate of Appropriateness subsequently expired on June 18, 2018.
- c. MASSING & FORM – Per the Guidelines for New Construction 5.A.i., new garages and outbuildings should be visually subordinate to the primary historic structure on the lot in terms of their height, massing and form. The applicant has noted an overall height of twenty-seven (27) feet. The primary historic structure features an overall height of thirty-seven (37) feet. Double height accessory structures are not common in the Dignowity Hill Historic District. Staff finds that the construction of a two story rear accessory structure may be appropriate provided that the applicant explore ways of minimizing massing and height to the greatest extent possible. The proposed accessory structure should not be dissimilar to those found historically in the district.
- d. BUILDING SIZE – The Guidelines for New Construction 5.A.ii. notes that new accessory structures should be no larger in plan than forty (40) percent of the primary historic structure’s footprint. Per the applicant’s provided site plan, the proposed structure’s footprint will exceed that which is recommended by the Guidelines. The applicant has proposed a footprint of approximately 1,000 square feet. This is not consistent with the Guidelines.
- e. SITE MATERIALS – The majority of the rear of the lot is currently covered in concrete paving. The applicant has proposed to reduce the existing amount of concrete paving by adding natural lawn areas between the primary historic structure and the proposed accessory structure. Since conceptual approval, the applicant has incorporated additional landscaping areas and buffers including a perimeter rain garden.
- f. MATERIALS – The applicant has proposed materials which include Hardi board siding, aluminum clad wood windows, a standing seam metal roof and wood stairs and porches. The proposed standing seam metal roof should features panels that are 18 to 21 inches wide, seams that are 1 to 2 inches in height, a crimped ridge seam and a standard galvalume finish. A ridge cap should not be used. All Hardi siding should feature a smooth finish and an exposure of four (4) inches and a thickness of ¾”. Staff finds the proposed wood stairs and porches appropriate.
- g. WINDOW MATERIALS – The applicant has proposed to install aluminum clad wood windows. Regarding window installation, white manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening. Details on each should be submitted to staff for review.
- h. GARAGE DOORS – The applicant has proposed garage doors that are single in width and feature top row window lights. Staff finds that the proposed garage doors are generally consistent with the Guidelines.
- i. ORIENTATION & SETBACKS – Per the Guidelines for New Construction 5.B.i. the predominant garage orientation found along the block should be matched. Additionally, accessory structure should feature a setback that is consistent with the historic examples found in the neighborhood. Staff finds the proposed orientation, placement and setbacks to be appropriate and consistent with the Guidelines for New Construction 5.B.
- j. MECHANICAL EQUIPMENT – The applicant has noted the screening of all mechanical equipment through the installation of fencing and a privacy enclosure. This is consistent with the Guidelines.

- k. **SITE WORK** – The property currently features a rear yard that is predominantly concrete. The applicant has proposed to remove portions of the existing concrete and install natural turf and landscaping areas. Staff finds the appropriate.
- l. **REAR YARD PARKING** – The Guidelines for Site Elements 7.A.i. notes that the preferred location for on-site parking is at the rear of the site, behind the primary historic structure. The applicant has proposed to locate parking for five (5) automobiles to the rear of both the primary structure and the proposed accessory structure. Staff finds this location appropriate. Per application documents, the applicant has noted additional parking locations along the driveway. The applicant has noted that the existing driveway and curbcuts will not be altered.

RECOMMENDATIONS:

Staff recommends that the Historic and Design Review Commission extend the Certificate of Appropriateness for an additional 180 days with the following stipulations:

- i. That all window specifications be adhered to as noted in finding g.
- ii. That the proposed standing seam metal roof feature panels that are 18 to 21 inches in width, seams that are 1 to 2 inches in height, a crimped ridge seam and a standard galvalume finish.
- iii. That all Hardi siding feature an exposure of four (4) inches, ¾” thickness and a smooth finish.

PUBLIC COMMENTS: Valerie Cortez has concerns about exceeding 40% recommendations and the foresees parking issues and Arvis Holland supports case because he is directly impacted .

Motion: Commissioner Carpenter moved to approve with staff stipulations.
Commissioner Velasquez seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon .
Nays: None.
Absent: Arreola.

Action: **MOTION PASSED with 10 AYES AND 0 NAY. 1 ABSENT**

• **Item # B-11. HDRC NO. 2020-009**

ADDRESS: 214 LOTUS ST

APPLICANT: Office of Historic Preservation- Legal Rep. of Owner- Jose Gallegos

REQUEST:

The Office of Historic Preservation is requesting a recommendation from the Historic and Design Review Commission regarding designation of the property at 214 Lotus.

FINDINGS:

- a. On September 4, 2019, the Historic and Design Review Commission approved a Finding of Historic Significance for the property at 214 Lotus. On October 17, 2019, City Council approved Resolution 2019-10-17-0060R initiating a change in zoning for the property to include a historic landmark overlay. As a step in the zoning process, a recommendation regarding the proposed designation is required from the HDRC.
- b. The City offers a tax incentive for the substantial rehabilitation of historic properties because historic landmarks possess cultural and historical value and contribute to the overall quality and character of the City and its neighborhoods. If historic designation is approved, rehabilitation and restoration work may be eligible for this incentive. State and Federal tax incentives are also available for properties listed on the National Register of Historic Places and provide substantial relief for rehabilitation projects.

- c. City Council has the ultimate authority to approve the historic designation zoning overlay. A recommendation from HDRC will be forwarded to City Council.
- d. Per UDC Sec. 35-453, once the commission makes a recommendation for designation, property owners must receive a written approval (a Certificate of Appropriateness) for any exterior work until the City Council makes their final decision.

RECOMMENDATIONS:

Staff recommends that the Historic and Design Review Commission recommend approval of historic landmark designation of 214 Lotus based on finding a.

PUBLIC COMMENTS: Virginia Van Cleave- representing Conservation Society of San Antonio- supports staff recommendations.

Motion: Commissioner Carpenter moved to approve landmark designation.
Commissioner Grube seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon .
Nays: None .
Absent: Arreola.

Action: **MOTION PASSED with 10 AYES AND 0 NAY. 1 ABSENT**

• **Item # B-12. HDRC NO. 2020-018**

ADDRESS: 4007 S FLORES ST/Toudouze Building

APPLICANT: Office of Historic Preservation-owner present- Mark Granados

REQUEST:

The Office of Historic Preservation is requesting a recommendation from the Historic and Design Review Commission regarding designation of the property at 4007 S Flores.

FINDINGS:

- a. On November 6, 2019, the Historic and Design Review Commission approved a Finding of Historic Significance for the property at 4007 S Flores. On January 16, 2020, City Council approved Resolution 2020-01-16-0001R initiating a change in zoning for the property to include a historic landmark overlay. As a step in the zoning process, a recommendation regarding the proposed designation is required from the HDRC.
- b. The City offers a tax incentive for the substantial rehabilitation of historic properties because historic landmarks possess cultural and historical value and contribute to the overall quality and character of the City and its neighborhoods. If historic designation is approved, rehabilitation and restoration work may be eligible for this incentive. State and Federal tax incentives are also available for properties listed on the National Register of Historic Places and provide substantial relief for rehabilitation projects.
- c. City Council has the ultimate authority to approve the historic designation zoning overlay. A recommendation from HDRC will be forwarded to City Council.
- d. Per UDC Sec. 35-453, once the commission makes a recommendation for designation, property owners must receive a written approval (a Certificate of Appropriateness) for any exterior work until the City Council makes their final decision.

RECOMMENDATIONS:

Staff recommends that the Historic and Design Review Commission recommend approval of historic landmark designation of 4007 S Flores based on finding a.

PUBLIC COMMENTS: Virginia Van Cleave-representing Conservation Society- supports case as it has obtained its historic structure.

Motion: Commissioner Velasquez moved to approve landmark designation.
Commissioner Grube seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.
Nays: None.
Absent: Arreola.

Action: **MOTION PASSED with 10 AYES AND 0 NAY. 1 ABSENT**

- **Item # B-13. HDRC NO. 2019-727**
ADDRESS: 707 DAWSON ST
APPLICANT: Haley Serna/Open Studio Architecture

REQUEST:

The applicant is requesting conceptual approval to construct a 2-story, mixed use building on the lot at 707 Dawson, located within the Dignowity Hill Historic District.

FINDINGS:

- a. The applicant is requesting conceptual approval to construct a 2-story, mixed use building on the lot at 707 Dawson, located within the Dignowity Hill Historic District.
- b. CONCEPTUAL APPROVAL – Conceptual approval is the review of general design ideas and principles (such as scale and setback). Specific design details reviewed at this stage are not binding and may only be approved through a Certificate of Appropriateness for final approval.
- c. CONTEXT & DEVELOPMENT PATTERN – This block of Dawson feature single-family residential structures. To the immediate north of this lot is a 6-story residential structure. One block to the south is Houston Street where various commercial structures are found. The Dignowity Hill Historic District does feature historic commercial structures within predominantly residential development patterns; however, these structures are not common. When they are found, they are typically located at an intersection.
- d. CURRENT LOT – The lot currently features an existing, 1-story commercial structure. This structure was determined to be non-contributing to the Dignowity Hill Historic District by Office of Historic Preservation Staff in 2016.
- e. DESIGN REVIEW COMMITTEE – This request was reviewed by the Design Review Committee on December 10, 2019. At that meeting, the committee expressed concerns regarding the second stories massing, the proposed setback in relationship to the adjacent historic structure, the proposed amount of impervious cover and architectural details.
- f. This request was heard by the Historic and Design Review Commission at the December 18, 2019, HDRC hearing, and was referred to the Design Review Committee.
- g. DESIGN REVIEW COMMITTEE – This request was reviewed by the Design Review Committee on January 7, 2020. At that meeting, committee members recommended alternate materials to metal for the rooftop structure, discussed ways to reduce the structure’s perceived massing and how to incorporate a setback element at the southeast corner.

- h. **UPDATED APPLICATION DOCUMENTS** – The applicant has submitted updated application documents that include two options for massing and setbacks on Dawson; Option A does not include a setback on Dawson, whereas Option B includes a setback on Dawson, but only on the second level.
- i. **SETBACK & ORIENTATION** – According to the Guidelines for New Construction, the front facades of new buildings are to align with front facades of adjacent buildings where a consistent setback has been established along the street frontage. Additionally, the orientation of new construction should be consistent with the historic examples found on the block. This block of Dawson features two structures that are orientated toward Dawson, neither of which are found on the 1951 Sanborn Map. Typically, on Dawson and throughout the district, setbacks range from ten to thirty feet. The applicant has proposed to locate the new construction at the property line, resulting in no setbacks on both Dawson, and N Hackberry. The proposed setback is inconsistent with the Guidelines; however, the proposed setback is consistent with the development pattern of historic commercial structures within the district. The applicant has proposed an option, noted in the application documents as “Option B”, which includes a setback in massing in the eastern most bay, but only on the second level. Staff finds that this setback should be incorporated into the first floor as well.
- j. **ENTRANCES** – According to the Guidelines for New Construction 1.B.i., primary building entrances should be oriented towards the primary street. The applicant has proposed to orient the primary entrance to the corner, the intersection of Dawson and N Hackberry. This is typical for the entrance orientation of similar structures located within the district; however, proposed entrance orientation is atypical for this block of Dawson.
- k. **LOT COVERAGE** – Per the Guidelines, the building footprint for new construction should be no more than fifty (50) percent of the size of the total lot area. Per the submitted application documents, the applicant has noted a building to lot ration of fifty (50) percent, and has noted that there is approximately eighty-seven (87) percent of impervious cover.
- l. **SCALE & MASSING** – The Guidelines for New Construction 2.A. notes that the height and scale of new construction should not exceed that of the majority of historic buildings by more than one-story. This block of Dawson features one story, single family residential structures. There is a commercial structure featuring additional massing to the immediate north; however, this structure is not historic in nature and is not contributing the district. Its massing should not be referenced for new construction.
- m. **SCALE & MASSING** – As noted in finding I, the proposed new construction features massing that is atypical for this block of Dawson. Additionally, as noted in finding h, the applicant has submitted updated design documents which note a proposed setback at the southeast corner of the proposed new construction (Option B). Staff finds that the proposed second story setback of Option B should be incorporated into the first story as well. Staff finds that additional architectural elements can be incorporated into the design including additional fenestration on the east façade.
- n. **FOUNDATION & FLOOR HEIGHTS** – According to the Guidelines for New Construction 2.A.iii., foundation and floor height should be aligned within one (1) foot of neighboring structure’s foundation and floor heights. Historic commercial structures located within the district typically feature minimal or no foundation heights. The applicant’s proposed design is consistent with the historic, commercial examples found within the district.
- o. **MATERIALS** – The applicant has proposed materials that include brick, anodized black storefront systems, black metal windows, and metal façade panels. Staff does not find the use of metal façade panels to be appropriate, as this is a material not found historically within the district. Staff finds that all materials should feature colors and textures that are found historically within the district, and that brick or stucco would be more appropriate than metal.
- p. **WINDOW MATERIALS** – The applicant has proposed black, cast iron windows to feature a casement profile with multiple lites. Given the commercial nature of the proposed new construction, staff finds the use of a metal window with a profile similar to what has been proposed by the applicant to be appropriate. The applicant is responsible for recessing the proposed windows within each façade, and an appropriate, historically accurate sill and head detail.

- q. ARCHITECTURAL DETAILS – Generally, staff finds the architectural elements of the proposed new construction to be appropriate; however, as noted in the above findings, staff finds that additional fenestration should be included on the north and east facades, that a setback should be included on the first floor at the southeast corner, and that a material other than metal, such as brick or stucco, should be considered for the rooftop structure.
- r. DRIVEWAY – The applicant has proposed vehicular entrances on both N Hackberry and Dawson. Per the application documents, the curb cuts and driveway widths are consistent with those found on both blocks, and throughout the district.
- s. PARKING – The Guidelines for Site Elements 7.A. notes that on corner lots, parking areas should be located behind the primary structure, and set back as far as possible from the side street. Additionally, the Guidelines for Site Elements notes that off street parking should be accessed from alleys or secondary streets rather than from principal streets whenever possible. Generally, staff finds the proposed parking location to be appropriate; however, staff finds that if off-site parking is developed, it should be reviewed in combination with the proposed new construction.
- t. MECHANICAL EQUIPMENT – The Guidelines for New Construction notes that all mechanical and service equipment is to be screened from view from the public right of way. The applicant is responsible for complying with the Guidelines.
- u. LANDSCAPING – The applicant has noted on the submitted site plan the general location of landscaping materials. When further developing the design, staff finds that the applicant should incorporate landscaping elements that screen on site automobile parking.
- v. LIGHTING – Staff finds that when returning to the Commission for final approval, a detailed architectural lighting plan should be submitted for review and approval to ensure that no light pollution will result from lighting at the rooftop level.

RECOMMENDATIONS:

Staff recommends conceptual approval based on findings a through v with the following stipulations:

- i. That the applicant incorporate the proposed second story setback proposed in Option B into the first story, as noted in findings i and m.
- ii. That the applicant incorporate additional fenestration into both the north and east facades.
- iii. That the applicant explore alternative materials to metal for the rooftop structure, such as brick or stucco.
- iv. That the proposed metal windows feature an appropriate installation depth, sill and head profile as noted in finding p.
- v. That all mechanical and service equipment be screened from view from the public right of way as noted in finding t.
- vi. That all parking be screened and buffered from view from the public right of way as noted in finding s.
- vii. That the applicant submit a detailed lighting plan when returning for final approval as noted in finding v.

PUBLIC COMMENTS: None.

Motion: Commissioner Bowman moved to approve with staff stipulations.
Commissioner Grube seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon.
Nays: None.
Absent: Arreola.

Action: MOTION PASSED with 10 AYES AND 0 NAY. 1 ABSENT

- **Item #B-14. HDRC NO. 2020-017**

ADDRESS: 403 N HACKBERRY ST

APPLICANT: Mario Crosswell

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to install a front side yard fence with a setback pedestrian gate.

FINDINGS:

- a. The primary structure at 403 N Hackberry began construction in 2017, and was completed by 2019. The two-story single-family structure features architectural details that are influenced by the Craftsman and Minimal Traditional styles of historic structures within the Dignowity Hill Historic District, namely the primary gable form flanked by shed roof porches and carports. The structure features an atypical configuration of a front wraparound porch leading to a side porch.
- b. COMPLIANCE – On a site visit on April 30, 2019, staff found that solid wood front and rear fences were installed at 403 and 407 N Hackberry prior to approval. The applicant/owner has complied by removing most of the front yard fence portions of both properties while requesting approval to maintain the side yard fence at 5 feet tall on the property at 403 N Hackberry at the next available Historic and Design Review Commission hearing.
- c. FENCE DESIGN – The applicant has proposed to install a 5 foot tall solid wood privacy fence to enclose the side porch which is connected to the front porch. Per the Guidelines for Site Elements 5.B.i., new fences and walls should appear similar to those used historically within the district in terms of their scale, transparency, and character; design of fence should respond to the design and materials of the house or main structure. Per the Guidelines for Site Elements 5.C.i., privacy fences should be set back from the front façade of the building, rather than aligning them with the front façade of the structure to reduce their visual prominence. Staff finds that privacy fences of that style and height are not found in the front yard nor bisecting wraparound porches and should be avoided.
- d. FENCE LOCATION – The applicant has proposed to install a 5 foot tall solid wood privacy fence perpendicular to the front façade plane to enclose the side porch which is connected to the front porch. Per the Guidelines for Site Elements 5.B.ii., applicants should avoid installing a fence or wall in a location where one did not historically exist, particularly within the front yard; the appropriateness of a front yard fence or wall is dependent on conditions within a specific historic district; new front yard fences or wall should not be introduced within historic districts that have not historically had them. Side and rear fences set behind the front façade plane are found throughout the historic district. However, staff finds that privacy fences of that style and height are not found in front yards nor bisecting wraparound porches and should be avoided.
- e. FENCE HEIGHT –The applicant has proposed to install a 5 foot tall solid wood privacy fence perpendicular to the front façade plane to enclose the side porch which is connected to the front porch. Per the Guidelines for Site Elements 5.B.iii., applicants limit the height of new fences and walls within the front yard to a maximum of four feet. Solid fences, if approved, are allowed 3 feet in the front yard and 6 feet in the rear yard. Staff finds the rear yard for this property is defined by the second front-facing façade plane because of the wraparound front porch configuration. The solid privacy fence should be set to rear at its current height.
- f. DESIGN REVIEW COMMISSION – The request was referred to a Design Review Committee (DRC) meeting at the December 4, 2019 Historic and Design Review Commission (HDRC) hearing. The applicant met with the DRC on January 7, 2020 to consider alternative configurations to the side porch and fence conditions. The committee member suggested to set the pedestrian gate back from the front column to break up the continuous fence plane, which includes also includes setting the portion of the fence on the neighboring property at 407 N Hackberry to the rear of the driveway. The applicant committed to submitting a site plan that reflects the suggested solution.

RECOMMENDATIONS:

Staff does not recommend approval of fence as installed based on finding b through e. A solid privacy fence may be approved administrative if it is set in the rear yard, which for this property is defined by the second front-facing façade plane.

CASE COMMENT:

- a. On a site visit on April 30, 2019, staff found that solid wood front and rear fences were installed at 403 and 407 N Hackberry prior to approval.
- b. The request was referred to a DRC meeting at the December 4, 2019 HDRC hearing.
- c. The applicant met with the DRC on January 7, 2020 to consider alternative configurations to the side porch and fence conditions.

PUBLIC COMMENTS: Valerie Cortez wants this case to keep within the historic guidelines.

Motion: Commissioner Fish moved to approve based on drawings submitted by applicant. Commissioner Grube seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzer, and Laffoon .
Nay: None.
Absent: Arreola.

Action: MOTION PASSED with 10 AYES, and 0 NAYS. 1 ABSENT

• **Item # B-15. HDRC NO. 2020-033**

ADDRESS: 418 MISSION ST

APPLICANT: SCHEFF DENIESE M & CRITTENDEN ROBERT JR

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

- 1. Amend the previously approved fenestration pattern and window specifications for the rear addition.
- 2. Restore the front porch deck and balcony slope.

FINDINGS:

- a. The structure at 418 Mission Street was constructed circa 1905, features two stories and originally featured a double height front porch. The primary historic structure as well as both rear accessory structures appear on the 1912 Sanborn map in their present locations. At that time, this parcel was addressed as 318 Mission Street.
- b. CASE HISTORY – On December 7, 2016, the construction of a rear addition featuring 20 new windows matching the wood sash windows of the primary historic structure in size and configuration was approved. The previous owner began to construct the rear addition and sold the property prior to any window installation. On November 8, 2019, staff conducted a site visit and found that the previously installed windows are inconsistent with the expired approval and the Standard Specifications for Windows in Additions. An application was submitted by the current owner on November 15, 2019, to amend the window specifications of the previous approval, as well as restore other architectural details that the previous owner had inappropriately modified.
- c. ADDITION WINDOWS – The applicant has proposed to install aluminum sash windows with the exception of 2 bay windows on the rear façade and 3 full light, frosted windows on the second floor of the north side elevation. Each window will feature wood trim and a detachable wood screen. The proposed windows differentiate from the previously approved plan by featuring raised sill heights, unequal sash

sizes or full light configurations, frosted glass, and nailing fins. *Per the Standard Specifications for Windows in Additions*, new windows on additions should relate to the windows of the primary historic structure in terms of materiality and overall appearance; windows used in new construction should relate be similar in appearance to those commonly found within the district in terms of size, profile, and configuration; while no material is expressly prohibited by the Historic Design Guidelines, a high-quality wood or aluminum-clad wood window product often meets the Guidelines with the stipulations listed below. Although the proposed trim and wood screens generally relate to the recessed profile of an appropriate window installation, staff finds that the raised sill heights, unequal sash sizes, full light configuration, frosted glass, and nailing fins are a departure from *the Standard Specifications for Windows in Additions*.

- d. PORCH AND BALCONY – The previous owner began work on the porch and balcony between 2017 and 2018, including the installation of beadboard as decking and the leveling of the balcony, effectively removing the drainage mechanism. The applicant has proposed to restore the porch decking and balcony to its original historic configuration. Per the Guidelines for Exterior Maintenance and Alterations 7.B.v., porches, balconies, and portecocheres should be reconstructed based on accurate evidence of the original, such as photographs; if no such evidence exists, the design should be based on the architectural style of the building and historic patterns. Staff finds that the reconstructed porch should feature 1” x 3” tongue-and-groove wood decking laid perpendicular to the front façade plane and a balcony with a subtle slope, traditional wood railing, and matching columns and decking to the first-floor porch.
- e. DESIGN REVIEW COMMITTEE – The request was referred to a Design Review Commission (DRC) site visit at the December 4, 2019, Historic and Design Review Commission hearing. The applicant met with the three members of the DRC on site at 418 Mission on January 8, 2020. Committee members expressed support for the installation of a window frame and screen system that would conceal the non-conforming aluminum windows underneath, with dimensions matching the exact width of the stiles and the top, bottom, and meeting rails, and the use of 2 x 4 casing instead of two stacked 1 x 4’s.

RECOMMENDATIONS:

1. Staff does not recommend approval of item 1, the amendment of the previously approved fenestration profile and window specifications. Unless otherwise approved by the Commission, the windows on the rear addition should meet the *Standard Specifications for Windows in Additions*. Per finding c, the raised sill heights, unequal sash sizes, full light configuration, frosted glass, and nailing fins are a departure from the *Standard Specifications* and the originally approved construction documents.
2. Staff recommends approval of item 2, porch and balcony reconstruction based on finding d, with the following stipulations:
 - i. That the front porch and balcony feature 1” x 3” tongue-and-groove wood decking laid perpendicular to the front façade plane.
 - ii. That the balcony features a subtle slope, traditional wood railing, and matching columns and decking to that of the first-floor porch.

CASE COMMENT:

On November 8, 2019, staff conducted a site visit and found that the previously installed windows are inconsistent with the expired approval and the *Standard Specifications for Windows in Additions*. This request was referred to a DRC site visit at the December 4, 2019, HDRC hearing. The applicant met with the three members of the DRC on site at 418 Mission on January 8, 2020.

PUBLIC COMMENTS: Margaret Leeds opposes case.

Motion: Commissioner Carpenter moved to deny tem 1 and approve item 2 with staff stipulations and include widow type of aluminum wood-clad windows.
Commissioner Bowman seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Martinez-Flores, Carpenter, Grube, Bowman, Fetzner, and Laffoon .
Nay: None.
Absent: Arreola.

Action: MOTION PASSED with 10 AYES, and 0 NAYS. 1 ABSENT

- **Commissioner Martinez-Flores left meeting at 4:48pm**

- **Item # B-16. HDRC NO. 2020-041**

ADDRESS: 931 HAYS ST

APPLICANT: Nik VILLARREAL/JAS Development

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to amend a previously approved design for new construction. Within this request, the applicant has proposed the following:

1. Install vinyl windows in place of the approved aluminum clad wood windows.
2. Modify the previously approved fenestration pattern by installing a large picture window on the west façade.
3. Install white, vinyl garage doors.

FINDINGS:

- a. The applicant is requesting a Certificate of Appropriateness for approval to amend a previously approved design for new construction at 931 Hays, located within the Dignowity Hill Historic District. OHP staff performed a site visit on January 22, 2020, and determined that the orientation of the structure's garage, window profiles and materials, and the installed garage doors were inconsistent with the design previously approved by the Commission. Staff finds the garage modifications to be more consistent with the Guidelines for New Construction, and processed that amendment administratively.
- b. VINYL WINDOWS – The applicant has installed vinyl windows in place of the previously approved aluminum clad wood windows. The installed vinyl windows feature a brown colored frames and faux divided lites. Due to a nailing fin, the windows are not recessed at least two (2) inches within the façade. The windows do not comply with staff's windows specifications in regards to material, installation depth, and profile. Staff finds that a window that meets staff's standard specifications should be installed.
- c. FENESTRATION – The applicant has installed a large picture window in place of a transom window on the west façade. While the installation of a larger window is more consistent with those found historically in the district, the profile of the proposed window is inconsistent with the Guidelines and staff's specifications for windows. Staff finds that the window opening should be modified to be more consistent with those found historically within the district.
- d. GARAGE DOORS – The applicant has installed two, white vinyl garage doors in place of those that were shown in the approved construction documents. The doors noted in the construction documents included window lites. Staff finds that the applicant should install doors that are consistent with those approved in the construction documents. If the Commission finds the installed doors to be appropriate, staff recommends that they be painted a dark color.

RECOMMENDATIONS:

1. Staff does not recommend approval of item #1, the installation of vinyl windows. Staff recommends that a window that meets staff's standard specifications be installed, as previously approved. The windows should a double-hung, one-over-one wood windows or aluminum-clad wood windows be used. Meeting

rails must be no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.

2. Staff does not recommend approval of item #2, the installation of a large picture window as noted in finding c. Staff finds that the applicant should install a window that is sized appropriately for the district.
3. Staff does not recommend approval of item #3, the installation of white, vinyl garage doors. Staff recommends that the applicant install doors that are consistent with those approved in the construction documents. If the Commission finds the installed doors to be appropriate, staff recommends that they be painted a dark color.

PUBLIC COMMENTS: None.

Motion: Commissioner Grube moved to deny item 1, approve item 2, and deny item 3.
Commissioner Carpenter seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: Velasquez.
Absent: Arreola and Martinez-Flores.

Action: **MOTION PASSED with 8 AYES, and 1 NAYS. 2 ABSENT**

• **Item # B-17. HDRC NO. 2020-029**

ADDRESS: 102 BUFORD
APPLICANT: Bruce Lizalde

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Replace the existing wrought iron porch columns with wood porch columns.
2. Replace the existing fiberglass door with a new fiberglass door.
3. Construct a 336 square foot rear addition.

FINDINGS:

- a. The primary historic structure 102 Buford was constructed circa 1910 in the Craftsman style and first appears on the 1912 Sanborn map. The one-story, single-family structure features a primary front facing gable with a subordinate gable porch roof. The structure features front eave brackets, exposed rafter tails, ganged sets of wood windows, and wood siding
- b. COMPLIANCE – On a site visit on January 29, 2020, staff found that the rear elevation was subjected to window and siding removal in preparation for the proposed addition, prior to approval. At this time, no known historic materials has been discarded.
- c. COLUMN REPLACEMENT – The applicant has proposed to replace the wrought columns porch columns with square columns with capital and base trim. Per the Guidelines for Exterior Maintenance and Alterations 7.B.iii., applicants should replace in-kind porches, balconies, porte-cocheres, and related elements, such as ceilings, floors, and columns, when such features are deteriorated beyond repair. Staff finds that the wrought iron columns are not original to the structure and are eligible for replacement with

wood columns that are typical to that of Craftsman style houses including the following details: The proposed wood columns should be no wider than 6' square, feature both capital and base trim and chamfered corners.

- d. DOOR REPLACEMENT – The applicant has proposed to replace the existing, fiberglass door with a new painted fiberglass door in a matching configuration. Per the Guidelines for Exterior Maintenance and Alterations 6.B.i., when in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element. While a non-original door is eligible for replacement, staff finds that the new door should improve upon the non-conforming feature by featuring a Craftsman door configuration, regardless of material. A final door product should be submitted to staff prior to installation for review and approval.
- e. ADDITION MASSING AND FORM – The applicant has proposed to construct a 336 square foot rear addition, featuring a subordinate gabled roof inset approximately 4 feet from the primary historic roof. Staff finds that the massing and form is generally consistent with Guidelines for Additions 1.A and B.
- f. ADDITION MATERIALS AND DETAILS – The applicant has proposed to use board-and-batten Hardie siding, matching metal roof and textured plywood skirting, and new and existing Plygem aluminum windows. Per the Guidelines for Additions 3.A.i., applicants should use materials that match in type, color, and texture and include an offset or reveal to distinguish the addition from the historic structure whenever possible. Any new materials introduced to the site as a result of an addition must be compatible with the architectural style and materials of the original structure. Staff finds that the Hardie plank siding should feature a horizon profile, 4-inch exposure, ¾ inch thickness and a smooth finish; no faux wood grain texture should be used. Staff also finds that the proposed Plygem windows do not adhere to the Standard Specifications for Windows in Additions and New Construction; faux divided lights and nailing fins should be avoided, regardless of material.

RECOMMENDATIONS:

Staff recommends approval of items 1 through 3 based on findings b through e with the following stipulations:

- i. That the proposed wood columns be no wider than 6' square, feature both capital and base trim and chamfered corners.
- ii. That the new improve upon the non-conforming feature by featuring a Craftsman door configuration, regardless of material. A door design must be submitted to staff prior to installation.
- iii. The proposed new windows must adhere to Standard Specifications for Windows in Additions and New Construction; faux divided lights and nailing fins should be avoided, regardless of material. The proposed Plygem windows do not meet standard specifications. A compliant window product must be submitted to staff prior to installation.
- iv. That the proposed composite siding feature an exposure of four (4) inches, a width of ¾", mitered corners, and a smooth finish.

CASE COMMENT:

COMPLIANCE – On a site visit on January 29, 2020, staff found that the rear elevation was subjected to window and siding removal in preparation for the proposed addition, prior to approval. At this time, no known historic material has been discarded.

PUBLIC COMMENTS: Valerie Cortez-supports OHP staff recommendations.

Motion: Commissioner Fernandez moved to approve with staff stipulations.
Commissioner Carpenter seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Carpenter, Grube, Bowman, Fetzner and Laffoon.
Nay: None .
Absent: Arreola and Martinez-Flores.

Action: MOTION PASSED with 9 AYES, and 0 NAYS. 2 ABSENT

• **Item # B-18. HDRC NO. 2020-008**

ADDRESS: 930 HAYS ST

APPLICANT: BLUE LINE HOUSING LLC

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval install a 16-foot wide driveway and walkway with a permeable rock cover.

FINDINGS:

- a. The primary historic structure at 930 Hays was constructed circa 1910 and contributes to the Dignowity Hill Historic District. The one-story single-family structure features a front-facing gable with wood shingles and simple dentil molding on the fascia and gable vent. The structure is located at the corner of Hays and Muncey and does not feature a front or rear loading driveway nor a curb cut.
- b. **DRIVEWAY CONFIGURATION** – The applicant has proposed to install a driveway that is 16 feet wide and 18 feet deep in the rear yard accessed from Muncey. Per the Guidelines for Site Elements 5.B.i., applicants should incorporate a similar driveway configuration—materials, width, and design—to that historically found on the site; historic driveways are typically no wider than 10 feet. Staff finds that the driveway should be limited to 10 feet at the approach and may taper to 16 feet toward the interior of the rear yard. An updated site plan with final width and configuration of the driveway should be submitted to staff prior to installation
- c. **DRIVEWAY MATERIAL** – The applicant has proposed to use a permeable cover such as crushed gravel or decomposed granite. Per the Guidelines for Site Elements 5.B.i., Pervious paving surfaces may be considered where replacement is necessary to increase stormwater infiltration. Staff finds that the proposed driveway material is generally appropriate. A natural color should be selected, and the final materials specifications should be submitted to staff prior to installation.
- d. **CURB CUT** – The property does not feature a curb cut or driveway approach and the applicant has not request one. Staff advises against featuring a site condition that encourages vehicles to drive over areas intended for natural lawn such as the planting strip at the right of way. Per the Guidelines for Site Elements 5.B.ii., applicants should maintain the width and configuration of original curb cuts when replacing historic driveways and avoid introducing new curb cuts where not historically found. Staff finds that the applicant should incorporate a driveway approach that matches the material of the proposed driveway, limited to 10-foot wide toward the rear yard of the property and may tapers up to 12-foot wide toward the street.
- e. **WALKWAY** – The applicant has proposed to install a walkway from the proposed driveway to the existing side door and to the sidewalk gate. Per the Guidelines for Site Elements 5.A.iii., applicants should follow the historic alignment, configuration, and width of sidewalks and walkways. Staff finds that the proposed walkway is generally appropriate, and that the width of the walkways should be limited to the width of existing concrete walkways on the property. An updated site plan with the final width and configuration of the walkways should be submitted to staff prior to installation.

RECOMMENDATIONS:

Staff recommends approval of the driveway and walkway based on findings b through e with the following stipulations:

- i. That the driveway is limited to 10 feet in width toward the sidewalk and may taper to 16 feet toward the interior of the rear yard.

- ii. That the driveway and walkway feature a permeable cover such as decomposed granite or crushed gravel in a natural color.
- iii. That the applicant incorporates a driveway approach that matches the material of the driveway, limited to 10 feet wide toward the rear yard of the property and may taper up to 12 feet wide toward the street.
- iv. That the width of the walkway is limited to the width of existing concrete walkways on the property.
- v. That an updated site plan with final material specifications and measurements of the above stipulations is submitted to staff prior to installation.

PUBLIC COMMENTS: Valerie Cortez- supports staff recommendations.

Motion: Commissioner Grube moved to refer to Design Review Committee-DRC.
Commissioner Carpenter seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: None.
Absent: Arreola and Martinez-Flores.

Action: MOTION PASSED with 9 AYES, and 0 NAYS. 2 ABSENT

• **Item # B-19. HDRC NO. 2020-024**

ADDRESS: 511 DAWSON ST

APPLICANT: Andy Garcia

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to construct a rear accessory structure.

FINDINGS:

- a. The primary structure at 511 Dawson was constructed in 2017 and features stucco-textured concrete panel construction, a primary front-facing gabled roof with standing seam metal roofing material with a subordinate gable porch cover, and vinyl sash and picture windows. The structure features approximately 1330 square feet on the 4,356 square foot lot.
- b. REAR ACCESSORY – The applicant has proposed to construct a 1,000 square foot rear accessory structure with entry doors facing both Booker Alley and the interior of the primary structure’s rear yard.
- c. SETBACK – The proposed rear accessory structure features a setback of 15 feet from Booker Alley, 15 feet from the rear façade plane of the primary accessory structure, and 5 feet from both side property lines. Per the Guidelines for New Construction 1.A.i., applicants should align front facades of new buildings with front facades of adjacent buildings where a consistent setback has been established along the street frontage and use the median setback of buildings along the street frontage where a variety of setbacks exist. While there are currently no structures that face Booker Alley, staff finds that the proposed setbacks are generally consistent with residential structures found within the immediate blocks. The applicant should refer to UDC Article 3, Division 2. Base Zoning Districts for applicable setback requirements.
- d. ORIENTATION – The proposed rear accessory structure is oriented in the same manner as the primary residential structure with entries facing both the right-of-way and into the interior yard. Per the Guidelines for New Construction 1.A.ii., applicants should orient the front façade of new buildings to be consistent with the predominant orientation of historic buildings along the street frontage. While there are currently no structures that face Booker Alley, staff finds that the proposed orientation is typical to that of primary and accessory structures found within the immediate block.
- e. HEIGHT AND SCALE – The proposed accessory dwelling is a one-story, 1,000 square foot structure that features a maximum height of 14’ – 7” from grade to the roof ridge. Per the Guidelines for New

Construction 2.A.i., applicants should design new construction so that its height and overall scale are consistent with nearby historic buildings. In residential districts, the height and scale of new construction should not exceed that of the majority of historic buildings by more than one-story. Staff finds that the proposed height and scale are subordinate to the primary residential structures on the immediate block and are generally appropriate.

- f. **FOUNDATION AND FLOOR HEIGHT** – The proposed accessory dwelling features a slab-on-grade foundation with a floor height of approximately 19 inches. Per the Guidelines for New Construction 2.A.iii., applicants should align foundation and floor-to-floor heights (including porches and balconies) within one foot of floor-to-floor heights on adjacent historic structures. Staff finds that the proposed foundation and floor height is comparable to that of the primary residential structures within the immediate block and is generally appropriate.
- g. **ROOF FORM** – The proposed accessory dwelling features a primary shed roof meeting a flat roof. Per the Guidelines for New Construction 2.B.i., applicants should incorporate roof forms—pitch, overhangs, and orientation—that are consistent with those predominantly found on the block; roof forms on residential building types are typically sloped, while roof forms on non-residential building types are more typically flat and screened by an ornamental parapet wall. Staff finds that the proposed roof form is atypical to historic and residential structures within the immediate block and the Dignowity Hill Historic District. Staff finds that the proposed roof is more appropriate for contemporary commercial structures and should instead feature traditional gabled or hipped roof forms.
- h. **FENESTRATION** – The proposed accessory dwelling features one (1) door facing Booker Alley, two (2) doors facing the interior yard, five (5) sash windows, and nine (9) picture windows. Per the Guidelines for New Construction 2.C.i., applicants should incorporate window and door openings with a similar proportion of wall to window space as typical with nearby historic facades. Windows, doors, porches, entryways, dormers, bays, and pediments shall be considered similar if they are no larger than 25% in size and vary no more than 10% in height to width ratio from adjacent historic facades. Staff finds that proposed fenestration pattern including doors and sash windows relate to that of historic structures within the immediate block. While the primary non-historic structure on the property also features picture windows, staff finds that continued use on new construction would contribute to existing non-conforming conditions instead of improving upon them.
- i. **FAÇADE CONFIGURATION** – The proposed accessory dwelling features façade configurations that include cantilevered flat porch covers and picture windows. Per the Guidelines for New Construction 2.C.ii., maintaining horizontal elements within adjacent cap, middle, and base precedents will establish a consistent street wall through the alignment of horizontal parts; applicants should avoid blank walls, particularly on elevations visible from the street. Staff finds that flat cantilever porch covers are atypical to historic and residential structures within the immediate block and should instead feature shed or gable porch covers. Additionally, staff finds the use of raised transom and square picture windows creates areas of blank walls that is atypical to historic or residential structures within the immediate block and should instead feature typical sash windows.
- j. **LOT COVERAGE** – The proposed accessory dwelling features 1,000 square feet on a 4,356 square foot lot with an existing 1,330 square foot primary residential structure. Per the Guidelines for New Construction 2.D.i., new construction should be consistent with adjacent historic buildings in terms of the building to lot ratio and applicants should limit the building footprint for new construction to no more than 50 percent of the total lot area, unless adjacent historic buildings establish a precedent with a greater building to lot ratio. Staff finds that both existing and proposed structures’ footprint would total approximately of 53 percent of the total lot coverage.
- k. **STRUCTURAL MATERIALS** – The proposed accessory structure features concrete (USS) panel wall planes with a stucco texture exterior finish, a concrete slab foundation and porches, and a standing-seam metal roof – each to match the existing primary residential structure. Per the Guidelines for New Construction 3.A.i., applicants should use materials that complement the type, color, and texture of materials traditionally found in the district; materials should not be so dissimilar as to distract from the historic interpretation of the district. Staff finds that the proposed materials are generally consistent with

the Guidelines. The standing seam metal roof should adhere to the *Standard Specifications for Standing Seam Metal Roofs*.

- i. WINDOW MATERIALS – The proposed accessory structure features sash and picture vinyl windows with wood framing constructed 2x4 wood members resulting in a 3 inch sill depth – to match the windows on the existing primary residential structure. Staff finds the proposed window product and installation is generally appropriate and should otherwise adhere to *Standard Specifications for Windows in Additions and New Construction*.
- m. ARCHITECTURAL DETAILS – The proposed addition features a primary shed roof meeting a flat roof, cantilevered flat porch covers and picture windows, and nine (9) picture windows. Staff finds that these features do not relate to historic or residential structures within the immediate block and should be revised to adhere to the Guidelines for New Construction4.A.i through iii: Architectural Details.

RECOMMENDATIONS:

At this time, staff recommends conceptual approval of a 1,000 square-foot, single-story, accessory structure based on findings b through m. The applicant should address the following stipulations prior to resubmitting for final approval:

- i. ROOF FORM – The roof should feature gabled or hipped roof forms instead of the proposed shed and flat roof forms.
- ii. FENSTRATION – The fenestration patterns should feature sash windows in a pattern that relates to neighboring historic structures and exclude raise transom and picture windows.
- iii. FAÇADE CONFIGURATION – That the Booker Alley and interior yard porches feature shed or gabled porch roofs instead of the proposed flat cantilevered forms.
- iv. The final design should otherwise adhere to the Standard Specifications for Windows in Additions and New Construction, *Standard Specifications for Standing Seam Metal Roofs*, and *UDC Article 3, Division 2*. Base Zoning Districts for applicable setback requirements. Any update to the design should be reflected in plan sets that are submitted to staff for review.

PUBLIC COMMENTS: Valerie Cortez.

Motion: Commissioner Carpenter moved to refer to Design Review Committee-DRC.
Commissioner Carpenter seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Velasquez, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: None .
Absent: Arreola and Martinez-Flores.

Action: MOTION PASSED with 9 AYES, and 0 NAYS. 2 ABSENT

- **Commissioner Velasquez left meeting at 6:08pm**

- **Item # B-20. HDRC NO. 2020-030**

ADDRESS: 206 CAMARGO

APPLICANT: Adan Ochoa/AO Design, LLC

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Reconstruct the front porch.
2. Install a rear deck.

3. Install two transom windows on the side elevation.
4. Amend the approved window specifications on the rear addition.
5. Replace the existing, original wood siding with new wood siding.

FINDINGS:

- a. The primary historic structure was constructed circa 1910 and first appears on the 1912 Sanborn map. The onestory single-family structure features a turned gable, a full width shed porch with wood columns, wood deck, and wood siding.
- b. CASE HISTORY – According to the property owner, the walls and front porch were subject to collapse during the renovation of the structure and the construction of the rear addition. At this time, the front porch has been completely removed and the historic and addition walls have been reframed. Original historic materials on site include the floor plate, the roof framing, and wood sash windows. Every effort should be made to restore the original windows to their original location, configuration, and installation; no original windows have been approved to be replaced at this time.
- c. PORCH RECONSTRUCTION – The applicant has proposed to reconstruct the front porch after a collapse citing faulty repair efforts by the previous contractor. Per the Guidelines for Exterior Maintenance and Alterations 7.B.v., applicants should reconstruct porches, balconies, and porte-cocheres based on accurate evidence of the original, such as photographs. Staff finds that the photographs and drawings submitted are generally consistent with the guidelines and sufficient for repair and reconstruction. Staff finds that special attention should be made to repair or reconstruct the exact details of the previous columns and that the porch deck feature 1 x 3 wood tongueand-groove members laid perpendicular to the front façade plane.
- d. SIDING – The applicant has removed the existing, wood siding from the historic structure. The applicant has noted the installation of new, wood siding, to match the original siding in profile. Staff finds the removal of the existing siding to be inappropriate and inconsistent with the Guidelines. The new siding should match the original in profile and material.
- e. REAR DECK – The applicant has proposed to install a rear deck to feature a 15' x 28' footprint, with simple wood railing and steps. Per the Guidelines for Exterior Maintenance and Alterations 7.B.iv., applicants should design replacement elements, such as stairs, to be simple so as to not distract from the historic character of the building and avoid adding new elements and details that create a false historic appearance. Staff finds that the rear deck should feature an inset to the side wall planes instead of flush as proposed on the site plan to reduce visibility from the front right-of-way. The rear deck is otherwise generally consistent with the Guidelines.
- f. NEW TRANSOM WINDOWS – The applicant has proposed to install two fixed wood transom windows on the east side elevation on the historic portion of the structure to accommodate an interior bathroom. Per the Guidelines for Exterior Maintenance and Alterations 6.A.i., applicants should avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way. Staff finds that the proposed location of the new openings is visible from the right-of-way. Per the Guidelines for Exterior Maintenance and Alterations 6.B.vii., non-historic incompatible windows should be replaced with windows that are typical of the architectural style of the building. Staff finds that the proposed window size and configuration are atypical to the historic structure and should instead feature a one-over-one wood sash window that adheres to *the Standard Specifications for Windows in Additions and New Construction*. The applicant may consider installing wood window screens or an interior furr wall to accommodate the bathroom.
- g. WINDOW AMENDMENT – The applicant has proposed to amend the previous approval for windows on the rear addition to allow aluminum windows with faux divided lights and nailing fins, as they were installed inconsistently with the previous approval. Staff finds that no compelling information has been submitted to support deviation from *the Standard Specifications for Windows on Additions and New Construction*. An appropriate window product should be submitted to staff and each non-conforming window should be corrected.

RECOMMENDATIONS:

1. Staff recommends approval of item #1, front porch reconstruction based on finding c with the following stipulation:
 - i. That special attention should be made to repair or reconstruct the exact details of the previous columns.
 - ii. That the porch deck feature 1 x 3 wood tongue-and-groove members laid perpendicular to the front façade plane.
2. Staff recommends approval of item #2, the construction of a rear deck based on finding c with the stipulation that an inset is incorporated on each side elevation wall plane.
3. Staff does not recommend approval of item #3, the installation of two new transom windows on the side elevation based on siding d. The applicant may resubmit a design that adheres to *the Standard Specifications for Windows in Additions and New Construction*. The applicant may consider installing wood window screens or an interior furr wall to accommodate the bathroom.
4. Staff does not recommend approval of item #4, an amendment the addition's windows to allow faux divided lights and nailing fins. An appropriate window product that adheres to *Standard Specifications for Windows in Additions and New Construction* should be submitted to staff and each non-conforming window should be corrected.
5. Staff does not recommend approval of item #5, the removal and replacement of the original wood siding based on finding d.

PUBLIC COMMENTS: None.

Motion: Commissioner Carpenter moved to approve with staff stipulations.
Commissioner Bowman seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: None.
Absent: Velasquez, Arreola and Martinez-Flores.

Action: **MOTION PASSED with 8 AYES, and 0 NAYS. 3 ABSENT**

• **Item # B-21. HDRC NO. 2020-016**

ADDRESS: 7134 SYMPHONY LANE

APPLICANT: BROWN G CARROLL

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to construct a rear side addition of 4 bays onto an existing 7 bay garage.

FINDINGS:

- a. The accessory structure at 7134 Symphony Lane was constructed circa 1980, and is located within the Mission Historic District and RIO-3. The structure features an attached 7 bay garage with corrugated metal siding and roofing material. The structure is located on the northside of the 3.5-acre property with access from a separate driveway from the primary residential structure. The existing garage portion measures approximately 140 feet in width, 40 feet in depth, and 10 feet in height
- b. GARAGE ADDITION - The applicant has proposed to install an addition of 4 bays to the existing garage, adding approximately 82.5 feet in width, 57 feet in depth, and 10 feet in in height. Staff remains

concerned by the quality of the application materials and that further expansion of the nonconforming garage is inconsistent with the Historic Design Guidelines.

RECOMMENDATIONS:

Staff does not recommend approval based on findings b. If the commission is compelled to approve the request, then staff stipulates that updated final construction drawings that are accurate, measured, labeled, and to scale are submitted prior to the issuance of a Certificate of Appropriateness. The applicant is responsible for obtaining all permits and seeking additional clarification or permissions related to zoning prior to construction.

PUBLIC COMMENTS: Rowena Lopez-concerns about height of fence because it can affect her plumb and fig tree.

Motion: Commissioner Carpenter moved to refer to Design Review Committee-DRC.
Commissioner Fish seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: None.
Absent: Velasquez, Arreola and Martinez-Flores.

Action: MOTION PASSED with 8 AYES, and 0 NAYS. 3 ABSENT

• **Item # B-22. HDRC NO. 2020-031**

ADDRESS: 533 E CARSON
APPLICANT: Mary Jo Vargas

REQUEST:

Request to receive a Certificate of Appropriateness for approval to:

1. Removal all existing siding, insulate and seal, and install all new colonial style smooth composition lap siding.
2. Replace 13 wood windows, including lead remediation, with 13 new matching wood windows (Pella Architect series).
3. Remove two window openings on the second-floor balcony enclosure.

FINDINGS:

- a. The primary historic structure at 533 E Carson was constructed circa 1920, first appears on the 1951 Sanborn map, and contributes to the Government Hill Historic District. The two-story multi-family structure features a wraparound porch and an enclosed balcony, a standing seam metal roof with wood shingled gable faces, wood sash windows, and a variety of wood and aluminum siding.
- b. **PROPERTY HISTORY** – In 2009, the property underwent complete interior and exterior renovations. In 2017, the structure was subjected to fire damage, and foundation and electrical work was performed subsequently. The applicant has identified to following non-historic features: balcony enclosure, a combination of four (4) siding profiles, and brick chimney removal.
- c. **SIDING REPLACEMENT** – The applicant has proposed to removal all siding (7% original siding, 10% waterfall siding; 13% 105 siding and 70% aluminum siding), insulate and seal the wall cavities, and install all new colonial style smooth composition lap siding (Hardie). The estimated surface of the siding on the structure is approximately 3,710 square feet. Staff finds that wholesale replacement of all siding with new composition siding is inconsistent with the Guidelines for Exterior Maintenance and Alterations 2.A.i through iii. Staff finds that installing wood siding that matches the historic profile is the most appropriate treatment for the restoration of the structure. If the exact historic profile cannot be obtained or custom milled, a comparable wood profile such as 105 or 117 may be considered, whereas aluminum or composite materials should be avoided on historic wall planes.

- d. **WOOD WINDOW REPLACEMENT** – The applicant has proposed to replace twelve (12) wood windows with new wood window matching in size and configuration (PELLA Architect series). Per the *Standard Specifications for Original Wood Window Replacement - Scope of Repair*: When individual elements such as sills, muntins, rails, sashes, or glazing has deteriorated, every effort should be made to repair or reconstruct that individual element prior to consideration of wholesale replacement. Staff finds that only one (1) window (Window E) is eligible for wholesale replacement. The other eleven (11) windows are found to be repairable, where the applicant may replace missing or deteriorate elements such as individual sashes or casing, instead of discarding the complete historic window system. For window(s) found to be completely missing or beyond repair, staff finds that the submitted window product (PELLA Architect series) is generally consistent with *Standard Specifications for Original Wood Window Replacement*.
- e. **WINDOW REMOVAL** – The applicant has proposed to remove to side windows on the second-floor balcony enclosure. Per the Guidelines for Exterior Maintenance and Alterations 7.B.ii., alterations to side and rear porches should result in a space that functions, and is visually interpreted as, a porch. Staff finds that removal of the window openings would result in a space that is not visually interpreted as a porch but instead a non-conforming front porch enclosure that lacks fenestration. Staff finds that the wood window openings should remain in place and that the applicant may consider installing an interior furr wall to accommodate the floor plan.

RECOMMENDATIONS:

- 1. Staff does not recommend approval wholesale siding replacement based on finding c. The applicant may work with staff to replace aluminum siding with matching wood siding. Composition siding should be avoided on historic wall planes unless otherwise approved by the commission.
- 2. Staff recommends approval of window replacement for only one window (window E) based on finding d. The other eleven (11) windows are found to be repairable, where the applicant may replace missing or deteriorate elements such as individual sashes or casing, instead of discarding the complete historic window system. All window repair and replacement must adhere to *Standard Specifications for Original Wood Window Replacement*.
- 3. Staff does not recommend approval of window removal on the front balcony enclosure based on finding e. The applicant may consider installing an interior furr wall to accommodate the floor plan.

PUBLIC COMMENTS: None.

Motion: Commissioner Fish moved to deny item 3 and refer items 1 and 2 to DRC site visit.
Commissioner Carpenter seconded the motion.

Vote: Ayes: Fernandez, Fish, Gibbs, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: None.
Absent: Velasquez, Arreola and Martinez-Flores.

Action: **MOTION PASSED with 8 AYES, and 0 NAYS. 3 ABSENT**

• **Item # B-25. HDRC NO. 2019-610**

ADDRESS: 1544 W MISTLETOE

APPLICANT: Bobby Nix

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to replace existing windows with new windows.

FINDINGS:

- a. The primary structure at 1544 W Mistletoe was constructed circa 1925 in the Moorish-Spanish style and first appears on the Sanborn Maps in 1951. The house is a 1-story, single family home, featuring a distinctive horseshoe arched entrance, stucco cladding, a tightly capped roof with no eave overhanging, and a decorative wing wall along the façade. The house features original wood windows. The property at 1544 W Mistletoe is an individual landmark.
- b. WINDOW REPLACEMENT – The applicant has proposed to replace 15 existing wood windows with vinyl replacement windows. Staff performed a site visit to the property on January 28, 2020. During the site visit, staff observed the following damage to the windows: paint peeling or chipping, damaged or missing cords, minor wood rot on two sashes, and uneven sashes in the window frame. All windows are currently inoperable. Staff did not observe any significant wood rot or water damage. Overall, the windows were found to be fully repairable.
- c. According to the Guidelines for Exterior Maintenance and Alterations 6.A.iii., and 6.B.iv., in kind replacement of windows is only appropriate when the original windows are beyond repair. Staff does not find the original windows to be beyond repair. Replacement of any kind is not consistent with the Guidelines.

RECOMMENDATIONS:

Staff does not recommend approval based on findings a through c. Staff recommends that the applicant repair the existing wood windows in place.

If an assembly is deemed deteriorated beyond repair by the HDRC, staff recommends that new windows meet the following stipulation:

- i. That the applicant installs one-over-one fully wood windows to match the existing configuration as closely as possible. The proposed aluminum clad replacement product is not appropriate. Meeting rails must be no taller than 1.25” and stiles no wider than 2.25”. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. The final specification should be submitted to staff for review prior to the issuance of a Certificate of Appropriateness.

PUBLIC COMMENTS: None.

Motion: Commissioner Carpenter moved to postponed to next HDRC hearing.
Commissioner Bowman seconded the motion.

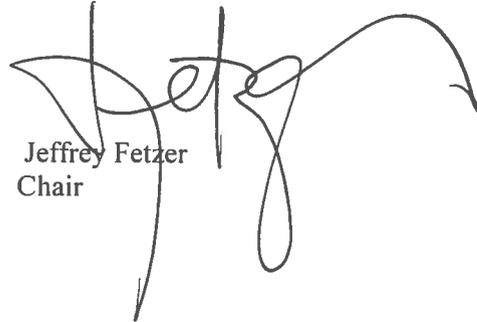
Vote: Ayes: Fernandez, Fish, Gibbs, Carpenter, Grube, Bowman, Fetzer and Laffoon.
Nay: None.
Absent: Velasquez, Arreola and Martinez-Flores.

Action: MOTION PASSED with 8 AYES, and 0 NAYS. 3 ABSENT

ADJOURNMENT.

There being no further business, the meeting adjourned at 6:53 PM.

APPROVED

A handwritten signature in black ink, appearing to read 'Jeffrey Fetzer', written over the printed name.

Jeffrey Fetzer
Chair