



Historic Landmarks and Preservation Districts Commission

Report to the Committee

To: Cherokee Triangle Architectural Review Committee
Thru: Cynthia Elmore, Historic Preservation Officer
From: Savannah Darr, Historic Preservation Specialist
Date: January 5, 2018

Case No: 17COA1283
Classification: Committee Review

GENERAL INFORMATION

Property Address: 2440 Grinstead Drive and 1101 Ray Avenue

Applicant: Eileen Van Hoose, AIA
Potter & Associates Architects, PLLC
333 E. Main Street, Ste. 500
Louisville, KY 40202
502-719-0163
evh@paarch.com

Owner: Janet Gruenberg
Gilda's Club Louisville
633 Baxter Avenue
Louisville, KY 40204
502-371-3035
janet@gildasclublouisville.org

Architect: same as applicant

Estimated Project Cost: \$1,000,000

Description of proposed exterior alteration:

The applicant seeks approval to adaptively reuse the buildings located at 2440 Grinstead Drive and 1101 Ray Avenue for the new Gilda's Club and construct a hyphen addition to connect the two buildings. The hyphen will be an aluminum storefront system with double entry doors that creates a wall of windows between the two buildings, facing Grinstead Drive. The roof will be a shed roof and comprised of glass skylights.

The following work is proposed for 1101 Ray Avenue, formerly known as Burger's Market:

- Paint the previously painted masonry a green "Gilda's Club" color with cream trim and accents.
- Install canvas awnings over all storefront windows.
- Demolish the shed located on the front elevation, and add an aluminum window where the shed abutted to the exterior wall.
- Replace the front elevation storefront windows with new insulated clear glazing storefront system.
- Replace the fiberglass front entry door, which is not original, with a new full lite aluminum entry door.
- The entry door on the first and second storefronts facing Ray Avenue will be replaced with fixed aluminum storefront windows that will replicate the appearance of full lite entry doors.
- The storefront windows on the second storefront facing Ray Avenue will be replaced with new insulated clear glazing storefront system.
- The third storefront facing Ray Avenue is currently a solid brick wall. Two new storefront windows will be added to replicate the other storefronts. An entry door is not proposed.
- The entry door on the fourth storefront facing Ray Avenue will be replaced with a new full lite aluminum entry door.
- The existing windows and doors on the east elevation will be removed and reconfigured. There will be four aluminum storefront systems: two with two windows and an entry door and two with four windows. This elevation will be visible only from inside the hyphen addition. The historic window and door openings will be infilled with new brick and painted to match the rest of the building.

The following work is proposed for 2440 Grinstead Drive, formerly known as the Bernard R. Meidinger & Associates Building, Tropus Building, and Collegiate Fine Arts Building:

- Paint the unpainted masonry a green "Gilda's Club" color with cream trim and accents.
- Install canvas awnings over all windows.
- Replace the blue panels on the front façade windows with new green spandrel glazing panels.
- Construct a lower level entry on the western side of the front façade that contains entry doors and an aluminum storefront window system to coordinate with the historic windows above. The entry will lead to a patio area.
- Replace the front entry doors with new red aluminum double entry doors.
- Replace the glass in two of the existing front windows.
- Add five new window openings and windows on the brick portions of the front façade.
- Add five small basement windows on the eastern side of the front façade.
- Add five new window openings and windows on the northeastern side elevation.
- Add nine small basement windows on the northeastern side elevation.

- Add four new window openings and windows on the rear elevation.
- Construct a new entry addition on the western side of the rear elevation. The new addition will be brick with a flat roof to match the historic roof. It will have an anodize aluminum, clear glazing storefront system with red double entry doors.
- Add six new window openings and windows on the west elevation, which will be visible only from inside the hyphen addition. There are no windows on the elevation currently.

Communications with Applicant, Completion of Application

The application was received on December 20, 2017 and considered complete and requiring committee level review on December 26, 2017. Staff met with the applicants prior to submittal. The case is scheduled to be heard by the Cherokee Triangle Architectural Review Committee (ARC) on January 10, 2018 at 4:30 pm, at 444 South Fifth Street, Conference Room 101.

FINDINGS

Guidelines

The following design review guidelines, approved for the Cherokee Triangle Preservation District, are applicable to the proposed exterior alteration: **Addition, Demolition, Door, Masonry, Paint, Storefront, and Window**. The report of the Commission Staff's findings of fact and conclusions with respect to these guidelines is attached to this report.

The following additional findings are incorporated in this report:

Site Context/ Background

1101 Ray Avenue is located on the southeast corner of Ray Avenue and Grinstead Drive. It is zoned C1 within the Traditional Neighborhood Form District. The site contains the one-story masonry building, formerly known as Burger's Market. The building was constructed circa 1949 in the Colonial Revival style. The front part of the building that faces Grinstead Drive was home to the Michigan Mutual Liability Company while the rest of the building housed a restaurant, a grocery, clothing store, and a pharmacy like a strip mall. The entire building became Burger's Market by the 1990s.

Staff approved the most recent COA (S-94-74-C) for 1101 Ray Avenue in 1994. Burger's Market applied to repaint the exterior masonry of the building Sherwin-Williams Verandah and the trim Casa Blanca. In 1993, the Cherokee Triangle ARC approved a COA (A-93-65-C) for the construction of the shed addition on the front façade of the building for a walk-in cooler.



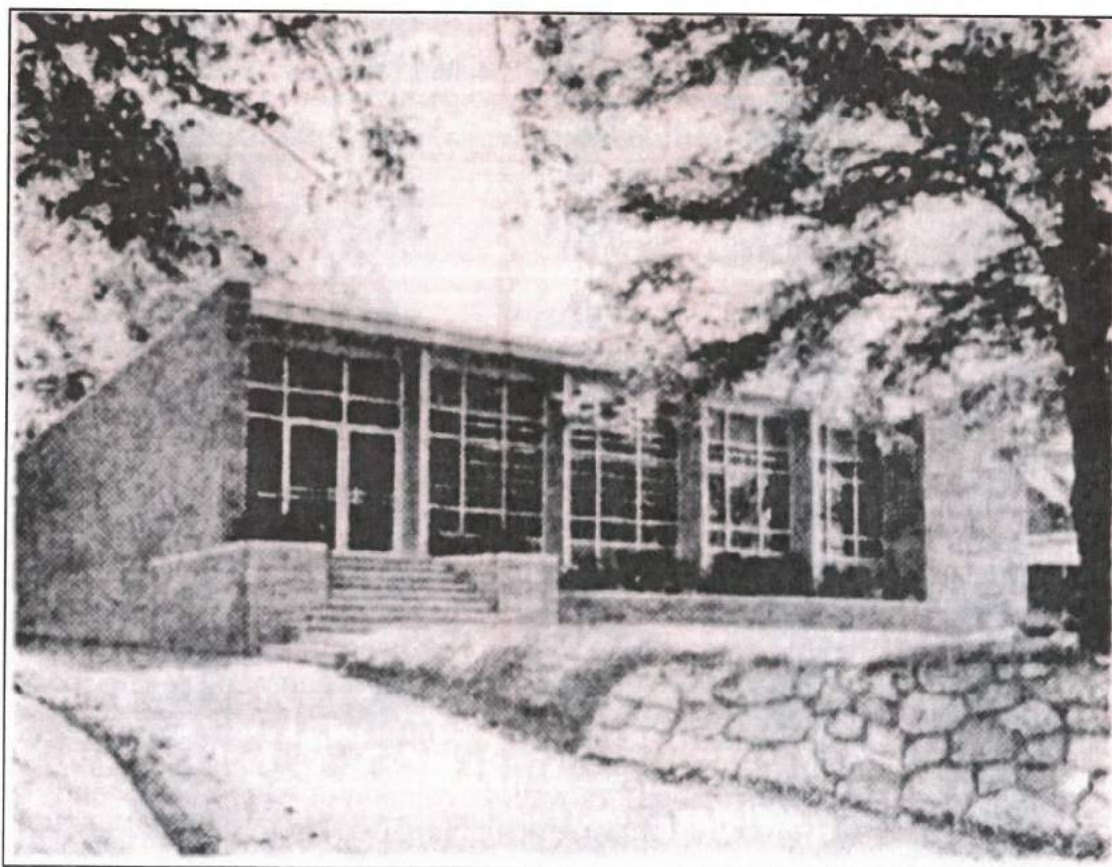
1975 Designation Photograph of 1101 Ray Avenue.



1975 Designation Photograph of 1101 Ray Avenue.

2440 Grinstead Drive is located on the south side of Grinstead Drive, one lot east Ray Avenue. It is zoned C1 within the Traditional Neighborhood Form District. The site contains the one-story masonry building, formerly known as the Bernard R. Meidinger & Associates Building, Tropus Building, and Collegiate Fine Arts Building. The building was constructed in 1960 for Bernard R. Meidinger & Associates and it was designed by local architecture firm Arrasmith and Tyler who also designed the 800 Building on Fourth Street and the Natural Sciences Building on the University of Louisville Campus. The six westernmost bays of 2440 Grinstead Drive (from Burger's east to the entry doors) were the original portion of the building. The eastern half of the building was constructed circa 1974 and designed by local architecture firm Tafel and Schickli. 2440 Grinstead Drive is a classic Mid Century Modern design with a mix of vertical and horizontal planes, flat roof line, floor-to-ceiling windows with vertical mullions, spandrel panels, roman brick, and planter boxes.

Staff approved the most recent COA (S-02-27-CT) for 2440 Grinstead Drive in 2002. Louisville Collegiate School applied to install a sign on the front façade. In 1999, staff approved a COA (S-99-64-CT) for the construction of a new rear entrance for the Louisville Easter Seals Society, which was never built. In 1994, the Cherokee Triangle ARC approved a COA (A-93-76-C) for the construction of a front ADA ramp as well as five front façade windows in the brick portions of the façade where no windows were previously located.



1960 Photograph of 2440 Grinstead Drive from *Courier-Journal* (October 30, 1960).



1975 Designation Photograph of 2440 Grinstead Drive.

Conclusions for 1101 Ray Avenue

The proposed hyphen addition to connect 2440 Grinstead Drive and 1101 Ray Avenue generally meets the Cherokee Triangle design guidelines for **Addition**. The hyphen addition will be attached to the northeastern façade of 1101 Ray Avenue and the southwestern façade of 2440 Grinstead Drive, which are side elevations. The front of the hyphen will be stepped back from the front facades of the historic buildings. The historic buildings are brick and the hyphen will be glass, which helps differentiate between the ages of the construction.

The proposed shed demolition generally meets the Cherokee Triangle design guidelines for **Demolition**. The shed was constructed in 1993 for a walk-in cooler. Thus, it is not a historic feature of the building and its demolition will not affect the historic or architectural integrity of 1101 Ray Avenue. The demolition of the shed will restore the historic appearance of the building.

The proposed painting of 1101 Ray Avenue generally meets the Cherokee Triangle design guidelines for **Masonry** and **Paint**. The building has been previously painted, so per the design guidelines it can be painted again. The design guidelines call for a masonry color to be used; the green "Gilda's Club" color is similar to green stone colors that have been approved in Preservation Districts before.

The proposed window awnings, storefront window replacement, and door replacement at 1101 Ray Avenue generally meets the Cherokee Triangle design guidelines for **Storefront**. The window and door replacement will replicate what is existing, which has been previously altered. The third storefront facing Ray Avenue was previously removed and two storefront windows will be placed back

enhancing the appearance of the storefront. The building currently has awnings over the windows, so the new awnings will replace those.

Conclusions for 2440 Grinstead Drive

The proposed painting of 2440 Grinstead Drive does not meet the Cherokee Triangle design guidelines for **Masonry** and **Paint**. The building has never been previously painted. Per Masonry Design Guideline M24 and Paint Design Guideline P1, unpainted masonry cannot be painted because "paint is difficult to remove, accumulated layers will obscure decorative detail, and paint coatings (even "breathable" paints) will affect the wall's vapor transmission performance." The new rear addition could be painted if desired because it is new construction. If the proposed paint is to create continuity between the two buildings, staff recommended replacing the blue spandrel panels with new green "Gilda's Club" color spandrel panels to carry that color.

The proposed window awnings generally meet the Cherokee Triangle design guidelines for **Window**. According to Window Design Guideline W22, "Design awnings to complement existing architectural features. They should not overwhelm the façade." Eleven awnings are proposed for the front façade of the building. While some of the proposed front window awnings hide the upper spandrel panels, the lower panels and window design would still be visible. Furthermore, awnings are a temporary and removable addition to a building.

The proposed new window openings and windows on the front façade generally do not meet the Cherokee Triangle design guidelines for **Window**. However, some precedent was set for this building in 1994 when five new windows were installed in the brick portions of the front faced where there were no windows before. The small basement windows proposed along the eastern edge are appropriate for the adaptive reuse of the building. The larger windows that will go between the existing windows on the brick will change the architectural design of the building but are in keeping with the overall style as are the proposed subterranean window systems along the western edge of the façade.

The proposed door replacement at 2440 Grinstead Drive generally meets the Cherokee Triangle design guidelines for **Door**. The new doors will match the existing silver metal double doors in style but will be red aluminum doors as the red door is a Gilda's Club symbol. Adding the front basement door generally does not meet the Cherokee Triangle design guidelines for **Door**. However, some precedent was set in 1994 when five new windows were installed on the front façade, which also does not typically meet the design guidelines. The new door will be subterranean and will not detract from the main front entrance.

The proposed rear addition at 2440 Grinstead Drive generally meets the Cherokee Triangle design guidelines for **Addition**. While the rear addition will be the new main entrance for the building, it will not make the rear façade the new primary façade. The addition will be masonry construction like the historic building, but it will contain a different building shape and window configuration that make the addition appear of its time.

RECOMMENDATION FOR 1101 RAY AVENUE

On the basis of the information furnished by the applicant, staff recommends the application for a Certificate of Appropriateness for the work at 1101 Ray Avenue be **approved with the following conditions:**

1. All proposed signage shall be reviewed when the necessary sign permits are applied for.
2. Install awnings in a way that does not harm the building. Hardware installation should be limited to that which is required for structural stability and should be driven into mortar joints rather than into masonry.
3. Smoked, tinted, low-E, or reflective glass shall not be used on building facades that can be seen from a public way.
4. The masonry paint shall be "breathable;" compatible with existing paint; and can create a strong bond with existing paint.
5. When removing paint from previously-painted masonry, use gentle treatments that have been previously tested in an inconspicuous location. Do not sandblast or use acid-based cleaners.
6. If any tuckpointing, masonry repair, or cleaning is needed it shall follow the Masonry Design Guidelines.
7. If the design or materials change, the applicant shall contact staff for review and approval.

RECOMMENDATION FOR 2440 GRINSTEAD DRIVE

On the basis of the information furnished by the applicant, staff recommends the application for a Certificate of Appropriateness for the work at 2440 Grinstead Drive be **approved with the following conditions:**

1. The building at 2440 Grinstead Drive shall not be painted. The new rear addition can be painted, if desired.
2. All proposed signage shall be reviewed when the necessary sign permits are applied for.
3. Install awnings in a way that does not harm the building. Hardware installation should be limited to that which is required for structural stability and should be driven into mortar joints rather than into masonry.
4. Smoked, tinted, low-E, or reflective glass shall not be used on building facades that can be seen from a public way.
5. If any tuckpointing, masonry repair, or cleaning is needed it shall follow the Masonry Design Guidelines.
6. If the design or materials change, the applicant shall contact staff for review and approval.

The foregoing information is hereby incorporated in the Certificate of Appropriateness as approved and is binding upon the applicant, his successors, heirs or assigns. This Certificate does not relieve the applicant of responsibility for obtaining the necessary permits and approvals required by other governing agencies or authorities.

1/5/18
Date


Savannah Darr
Historic Preservation Specialist

1101 Ray Avenue, formerly known as Burger's Market Checklists

ADDITION

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
A1	Ensure that the design of any new addition is in proportion with the size and scale of the historic building and district.	+	The hyphen is a simple shape that will fit perfectly with 2440 Grinstead Drive and 1101 Ray Avenue
A2	Design any addition so that it is subordinate to the original building. Generally, additions should not exceed half of the original building's total floor area or building footprint.	+	The hyphen addition is simply a small connector for the two buildings.
A3	Generally, additions should be attached to secondary elevations and should be set back from the front façade, so as not to damage or obscure character-defining features.	+	The hyphen addition will be attached to the northeastern façade of 1101 Ray Avenue and the southwestern façade of 2440 Grinstead Drive, which are side elevations. The front of the hyphen will be stepped back from the front facades of the historic buildings.
A4	Use materials that are the same as or subordinate to the primary material of the original building. Wood is subordinate to brick, and brick and stucco are subordinate to stone.	+	The historic buildings are brick and the hyphen will be glass
A5	Respect original roof forms when designing an addition. Additions should complement existing forms, not overwhelm them.	+	The shed roof of the addition differentiates it from the historic buildings and complements their design.
A6	Do not undertake any full-floor additions in residential preservation districts (adding an additional full floor on top of a building).	NA	
A7	Generally, the original orientation of a building should not be altered when constructing a new addition. An addition should not turn a secondary façade into primary façade.	+	
A8	Design any new addition so that the first-floor height	+	

	is equal to or slightly lower than the original building. The floor-to-floor heights should be equal to or up to 10 percent less than the original building. In no case should the floor heights exceed those of the original building.		
A9	Design additions to have the same relationship of solids (wall surfaces) to voids (window and door openings) as the historic portion.	+	The hyphen will be all glass where visible
A10	Design additions so that there are subtle distinguishing characteristics between the historic portion and the new alteration. This may include simplifying details, changing materials, or slightly altering proportion.	+	The historic buildings are brick and the hyphen will be glass
A11	Set back additional stories from the historic wall plane of commercial or institutional structures when such an approach is required for a new use. The construction of additional stories should be as inconspicuous as possible and not damage or destroy character-defining features.	NA	
A12	Do not design additions to appear older than the original building.	+	The historic buildings are brick and the hyphen will be glass
A13	Comply with the Kentucky building code in such a way that a historic building's character-defining features are preserved.	NSI	
A14	Do not radically change or damage a building's character-defining features when adding a new code-required stairway or elevator. Any such addition should be compatible with the materials and scale of the historic structure.	NA	
A15	Install fire escapes only on secondary elevations. Respect the locations of original doors and windows and do not cause undue damage to historic materials. They should preferably be painted to match the color of the wall.	NA	
A16	Do not construct a deck on a front or side façade. Decks should be of wood construction and be either painted or finished with an opaque stain. Use the railing detail developed by the Landmarks Commission or other approved detail.	NA	
A17	Design rear decks so that they do not extend beyond the side walls of the house and are not visible from the street.	NA	
A18	Wood fire stairs should be painted or stained and should be kept to a minimum functional size.	NA	

DEMOLITION

Design Guideline Checklist From Economic Hardship Exemption

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

Introduction

Unless the city has determined that it poses an imminent threat to life or property, do not demolish any historic structure or part of a historic structure that contributes to the integrity of any historic district, or any individual landmark or part of an individual landmark.

Demolition by Neglect

The deteriorated condition of a historic building attributable to the owner's failure to provide proper maintenance over an extended period of time will not be considered a mitigating circumstance in evaluations of economic hardship. Hardship that is attributable to a building's being allowed to deteriorate will be considered self-imposed; restoration costs incurred to remediate such neglect will not be considered.

	Guideline	Finding	Comment
DE1	Do not demolish existing non-contributing buildings and additions in a manner that will threaten the integrity of existing contributing structures.	+	The demolition of the shed will not affect the integrity of 1101 Ray Avenue.
DE2	Do take steps to assure the integrity of a wall exposed to the elements by the removal of a non-historic addition.	NA	The shed is situated against the exterior wall of 1101 Ray Avenue.
DE3	Do remove non-historic interior finishes such as plaster, drywall, or paneling that may be exposed as a result of the removal of non-historic additions.	NA	
DE4	Do infill non-historic openings in historic walls, exposed as a result of the removal of the non-historic finishes.	NA	
DE5	Do landscape areas that are left vacant as the result of removals of non-contributing buildings and additions. Topography should be made consistent with that of adjacent properties. The slope and grades of land left vacant after demolition should continue and be consistent with those features on adjacent properties.	+	The area left vacant after the demolition will become part of the existing parking lot.
DE6	Do take measures to reestablish the street wall after demolition through the use of low fences, walls, and/or vegetation.	NA	

MASONRY

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
M1	Do not construct new masonry features that are either falsely historical (characteristic of periods prior to the building's actual construction) or are incompatible with the building or historic district in terms of size, scale, material, or color.	NA	
M2	Do not cut new openings into exterior walls on elevations that can be seen from a public way. Creating an opening for the installation of an air conditioning unit, for example, is not appropriate for a façade that is visible from a public way.	+	Installing storefront windows where there were windows historically. The wall was later bricked in, so it is not historic masonry that will be removed. The new window and door openings on the east elevation will only be visible from inside the hyphen addition.
M3	Photographically document architectural features that are slated for reconstruction prior to the removal of any historic fabric.	NA	
M4	Match the existing bonding pattern, coursing, color, size, strength, and pointing mortar of masonry when replacing a section of brick wall. Bricks should always be toothed-in to historic brickwork, to disguise the joint between new and old.	NA	
M5	Do not remove or rebuild substantial portions of exterior walls if such an action would adversely impact a structure's historic integrity.	NA	
M6	Make sure that any exterior replacement bricks are suited for exterior use.	NA	
M7	Do not replace sections of historic brick with brick that is substantially stronger.	NA	
M8	Repoint only those joints that are no longer sound. Do not remove all joints, sound and unsound, in an effort to achieve a uniform appearance when repointing. Large-scale removal of mortar joints often results in damage to historic masonry.	NA	
M9	Remove unsound mortar joints carefully with hand tools that are narrower than the mortar joint. Power tools should not be used, because they have the potential to scar adjacent masonry.	NA	
M10	Remove unsound mortar to a depth of two-and-one-half the times the width of the joint or to sound mortar, whichever is greater.	NA	
M11	Match historic mortar joints in color, texture, joint size, and tooling when repointing.	NA	

M12	Use a mortar mix that is compatible with historic masonry. Repointing mortar should be equivalent to or softer than the original mortar. When repointing mortar is harder than the surrounding masonry, as is the case with many modern mixtures, moisture cannot escape through the joints. Trapped moisture will crystallize within the walls and fragment surrounding brick and stone.	NA	
M13	If possible, have your mortar analyzed. In order to determine an appropriate mortar mix for individual historic structures, it is recommended that property owners have a sample of the original mortar sent to a lab for analysis. If this is not feasible, a high lime and low Portland cement content mortar mix (1 part cement, 1 part lime, and 6 parts sand) is frequently acceptable.	NA	
M14	Do not attempt to remove joints that have been repointed using a very hard mortar or in an unworkmanlike manner until natural weathering has begun to weaken and crack them. Removal prior to that time would likely damage the masonry units	NA	
M15	Do not use synthetic caulking to repoint historic masonry.	NA	
M16	Have realistic expectations of how the cleaned masonry surface will appear. Remember, it is better to underclean than overclean. A "like new" appearance is rarely desirable.	NA	
M17	Make sure that your contractor has a clear understanding of the physical and chemical properties of your masonry before proposing or testing any chemical cleaning treatments. Such treatments, if improperly applied, can result in permanent damage that significantly outweighs any benefits of cleaning.	NA	
M18	Test proposed cleaning treatments in an inconspicuous area of the building to evaluate potential adverse effects to the masonry. Observation over a complete seasonal cycle is preferable, so that long-term effects may be ascertained. If chemical treatments are found to be acceptable, be sure that those applying the treatment follow all manufacturers' instructions.	NA	
M19	Do not use sandblasting or high-pressure water to clean historic masonry. The process of sandblasting or cleaning buildings using water pressure greater than 300 psi removes the tough, outer-protective surface of the brick and loosens mortar joints, accelerating deterioration.	NSI	
M20	Do not clean masonry on buildings with deteriorated mortar joints. Such masonry should be properly repointed prior to cleaning to ensure that water does not penetrate the wall during the cleaning process.	NA	
M21	Do not use any type of water- or chemical-based cleaning systems when a possibility for freezing temperatures exists. Masonry cleaning should not be undertaken until the temperature will remain above 50 degrees for 72 hours after cleaning.	NA	
M22	Remove graffiti as soon as possible, beginning with the gentlest means possible and taking care not to inadvertently etch an outline of the graffiti onto the wall.	NA	
M23	Use solvent-based chemical strippers to remove paint from previously-painted masonry only after testing its effectiveness and evaluating its potential to damage brickwork. Testing should be carried out in an inconspicuous location.	NA	
M24	Do not paint masonry or stucco that has never been painted. While one layer of paint may not affect the appearance of the masonry or stucco, accumulated layers will eventually obscure decorative detail.	+	The building has been previously painted

M25	Paint previously-painted masonry a color that is close to its existing color, approximates a natural masonry color as approved, or is recommended by staff. Staff is available to consult with you on appropriate colors.	+	The green "Gilda's Club" color is similar to green stone colors that have been approved in Preservation Districts before.
M26	Use a "breathable" masonry paint that is compatible with and can create a strong bond with existing paint.	NSI	See conditions of approval
M27	Make sure that areas of patched stucco match the strength, composition, color, and texture of the original to the greatest degree possible.	NA	
M28	When patching stucco, cut back the successive layers to provide a key for the new layers to prevent new cracking.	NA	
M29	Carry out stucco repairs so that the dimension between the surface of the stucco and adjacent finishes remains unchanged.	NA	
M30	Do not install stucco, Dryvit, or permastone-type cladding over historic masonry or wood siding.	NA	
M31	Do not resurface historic masonry with exterior insulation.	NA	
M32	Use a masonry or terra cotta chimney cap if needed. Metal chimney caps are not historically appropriate.	NA	

PAINT

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
P1	Painting masonry or stucco that has never been painted is not recommended. Paint is difficult to remove, accumulated layers will obscure decorative detail, and paint coatings (even "breathable" paints) will affect the wall's vapor transmission performance. The presence of a lead oxide wash does not constitute a precedent for painting a building.	+	The building has been previously painted
P2	When removing paint from previously-painted masonry, use gentle treatments that have been previously tested in an inconspicuous location. Do not sandblast or use acid-based cleaners.	NSI	
P3	Use a "breathable" masonry paint that is compatible with and can create a strong bond with existing paint, only on previously-painted masonry.	NSI	See conditions of approval
P4	If painting previously-painted masonry, select a color that matches the existing color, approximates a natural masonry color as approved, or is recommended by the staff. Staff is available to consult with you on appropriate colors.	+	The green "Gilda's Club" color is similar to green stone colors that have been approved in Preservation Districts before.
P5	Have paint samples analyzed when possible. Paint seriation studies can determine historic pigments and appropriate colors for repainting, by analyzing a paint sample under special lighting conditions to ascertain specific color, hue, and value of paint layers.	NA	

P6	Do not expose metal types that require protection from the elements or apply paint or other coatings to metals that were historically meant to be exposed, such as copper, bronze, or stainless steel.	NA	
P7	Paint replacement gutters, downspouts, metal frame screen and storm windows, roof-vent assemblies, and fire escapes to match wall, trim, cornice, or roof color of the house, whichever is most effective in reducing the visibility of these elements.	NA	
P8	Be aware that historic structures often contain hazardous substances, such as lead paint and asbestos. Contact the Board of Health regarding proper methods of removal and disposal.	NSI	

STOREFRONT

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
SF1	Do not remove historic materials from storefronts. Such materials as wood, cast iron, terra cotta, carrara glass, ceramic tile, and brick contribute significantly to a storefront's architectural character.	+	Only storefront windows and doors being replaced as needed. These are previous replacements.
SF2	Use historic materials where historic storefronts must be replaced in part or in whole. Cast iron, limestone, or wood are appropriate materials for storefront replacement.	NA	
SF3	Retain all historic storefront elements, including later alterations that are historic in their own right. An example is a late nineteenth-century storefront with Art Deco features added during the 1930s.	NA	
SF4	Respect façade alterations that have attained historic or architectural significance in their own right. Work to incorporate such elements into any new storefront design or renovation. Do not attempt to recreate a conjectural historic design if there is insufficient physical or documentary evidence.	NA	
SF5	Do not remove later historically-significant material to restore a building to an earlier period. For example, a 1910 storefront should not be taken back to a conjectural 1850s appearance.	NA	
SF6	Maintain the original scale, proportion, and organization of architectural elements (bulkheads, display windows, transoms, door, piers, and cornices) when renovating historic storefronts.	+	

SF7	Use the original form and detailing of a storefront as a model, if extensive deterioration requires complete reconstruction. The reconstruction should convey the same visual appearance and use the same material as the original. Under no circumstances should a historic storefront be removed and not replaced.	+/-	Much of the storefronts are intact except the third storefront facing Ray Avenue, which was previously bricked in. The new windows on that storefront are a vast improvement but not a true reconstruction.
SF8	Use historic, pictorial, and physical documentation to construct a historic storefront when the original is missing. The design may be an accurate restoration, if sufficient evidence exists, or a new design that is compatible with the size, scale, material, and color of the historic building and district.	+/-	Much of the storefronts are intact except the third storefront facing Ray Avenue, which was previously bricked in. The new windows on that storefront are a vast improvement but not a true reconstruction.
SF9	Keep storefront designs within their original openings. Transitions from one façade to another should be clean and clearly defined.	+	New windows will be added to a storefront that was previously removed
SF10	Emphasize the transparent character of storefronts when implementing new designs or renovations. Generally, 60 percent of the wall surface at the sidewalk level should be transparent. Historically, merchandise seen in storefront displays was emphasized to a much greater extent than any ornament on the storefront itself.	+	Openings will remain the same with large windows
SF11	Do not apply reflective or insulating film to window glass.	+	Only clear glass is proposed
SF12	Do not use smoked, tinted, low-E, or reflective glass on building facades that can be seen from a public way.	+	Only clear glass is proposed
SF13	Use large sheets of clear glass when replacement of storefront display windows is required.	+	
SF14	Select replacement doors that reflect the storefront's original character. Doors should have large glass panels and be made of wood or painted steel or aluminum. They should not be overly-decorated or possess inappropriate historic features.	+	Doors will be full lite and match what is there currently
SF15	Do not change or reorient the location of the main entrance of a storefront.	+/-	While some of the doors may be changed to windows, the entry still appears the same visually but not functionally
SF16	Design awnings to complement existing architectural features. They should not overwhelm the façade.	+	
SF17	Install awnings made out of matte-finish weather-proofed fabric or a traditional form. Fiberglass, metal, plastic, and back-lit awnings that have contemporary shapes are inappropriate and visually intrusive.	+	Canvas awnings
SF18	Select an awning color that complements the building, with solid colors and narrow or wide stripes running perpendicular to the building being the preferred patterns.	+	Colors match paint and will be striped
SF19	Install awnings in a way that does not harm the building. Hardware installation should be limited to that which is required for structural stability and should be driven into mortar joints rather than into masonry.	NSI	See conditions of approval
SF20	Attach awnings between the window display area and the signboard or second-floor window sills. Awnings should be attached below the transom line where historic prism glass is present.	+	
SF21	Install awnings so that the valance is no lower than 7'-6" above the sidewalk.	+	
SF22	Maintain the commercial character of storefronts, even if they have changed use. Blinds or insulating curtains may be added for privacy and thermal performance.	+	Commercial character is being maintained.

SF23	Design replacement storefronts that are compatible with and complementary to their historic neighbors, but are recognizable as being of their own era.	NA	
SF24	Do not add elements to storefronts that have no historic precedent. Common examples of inappropriate alterations include the installation of coach lanterns, false mansard designs, small-paned windows, and inoperable shutters.	NA	
SF25	Do not add false fronts, false stories, or pent eaves to the roofs of commercial buildings.	NA	
SF26	Do not use storefront design elements that are historically inappropriate, such as small-pane windows or colonial doors on late-nineteenth and twentieth-century buildings.	+	Using appropriate elements
SF27	Do not use materials in storefront renovations that were not available at the time of original construction, such as vinyl or aluminum siding, stainless steel, uncoated anodized aluminum, tinted glass, or artificial stone.	NA	
SF28	Use historic materials when replacement of bulkheads is required in part or in whole. Wood or stone panels are most appropriate.	NA	
SF29	Do not use rough-textured wood siding or simulated masonry, such as permastone, on storefronts.	NA	
SF30	Use historic materials when cornice replacement is required in part or in whole. Cast iron, wood, or sheet metal area appropriate materials.	NA	
SF31	Do not install inappropriately-scaled signs that obscure or damage surviving storefront features that convey a building's architectural character.	NA	Any signage will be reviewed when sign permits are applied for (see conditions of approval)
SF32	Include the following storefront elements when redesigning or renovating a historic storefront: large display windows and doors, transoms, relatively thin framing elements, a cornice element separating the storefront from the upper façade, low bulkheads, and tile entry flooring.	+	Most of these elements are existing. The third storefront that was previously bricked in will match the others except for a central entry door.
SF33	Photographically document architectural features that are slated for reconstruction prior to the removal of any historic fabric.	+	

MASONRY

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
M1	Do not construct new masonry features that are either falsely historical (characteristic of periods prior to the building's actual construction) or are incompatible with the building or historic district in terms of size, scale, material, or color.	NA	
M2	Do not cut new openings into exterior walls on elevations that can be seen from a public way. Creating an opening for the installation of an air conditioning unit, for example, is not appropriate for a façade that is visible from a public way.	+/-	New window openings proposed (see conclusions)
M3	Photographically document architectural features that are slated for reconstruction prior to the removal of any historic fabric.	NA	
M4	Match the existing bonding pattern, coursing, color, size, strength, and pointing mortar of masonry when replacing a section of brick wall. Bricks should always be toothed-in to historic brickwork, to disguise the joint between new and old.	NA	
M5	Do not remove or rebuild substantial portions of exterior walls if such an action would adversely impact a structure's historic integrity.	NA	
M6	Make sure that any exterior replacement bricks are suited for exterior use.	NA	
M7	Do not replace sections of historic brick with brick that is substantially stronger.	NA	
M8	Repoint only those joints that are no longer sound. Do not remove all joints, sound and unsound, in an effort to achieve a uniform appearance when repointing. Large-scale removal of mortar joints often results in damage to historic masonry.	NA	
M9	Remove unsound mortar joints carefully with hand tools that are narrower than the mortar joint. Power tools should not be used, because they have the potential to scar adjacent masonry.	NA	
M10	Remove unsound mortar to a depth of two-and-one-half times the width of the joint or to sound mortar, whichever is greater.	NA	
M11	Match historic mortar joints in color, texture, joint size, and tooling when repointing.	NA	

M12	Use a mortar mix that is compatible with historic masonry. Repointing mortar should be equivalent to or softer than the original mortar. When repointing mortar is harder than the surrounding masonry, as is the case with many modern mixtures, moisture cannot escape through the joints. Trapped moisture will crystallize within the walls and fragment surrounding brick and stone.	NA	
M13	If possible, have your mortar analyzed. In order to determine an appropriate mortar mix for individual historic structures, it is recommended that property owners have a sample of the original mortar sent to a lab for analysis. If this is not feasible, a high lime and low Portland cement content mortar mix (1 part cement, 1 part lime, and 6 parts sand) is frequently acceptable.	NA	
M14	Do not attempt to remove joints that have been repointed using a very hard mortar or in an unworkmanlike manner until natural weathering has begun to weaken and crack them. Removal prior to that time would likely damage the masonry units	NA	
M15	Do not use synthetic caulking to repoint historic masonry.	NA	
M16	Have realistic expectations of how the cleaned masonry surface will appear. Remember, it is better to underclean than overclean. A "like new" appearance is rarely desirable.	NA	
M17	Make sure that your contractor has a clear understanding of the physical and chemical properties of your masonry before proposing or testing any chemical cleaning treatments. Such treatments, if improperly applied, can result in permanent damage that significantly outweighs any benefits of cleaning.	NA	
M18	Test proposed cleaning treatments in an inconspicuous area of the building to evaluate potential adverse effects to the masonry. Observation over a complete seasonal cycle is preferable, so that long-term effects may be ascertained. If chemical treatments are found to be acceptable, be sure that those applying the treatment follow all manufacturers' instructions.	NA	
M19	Do not use sandblasting or high-pressure water to clean historic masonry. The process of sandblasting or cleaning buildings using water pressure greater than 300 psi removes the tough, outer-protective surface of the brick and loosens mortar joints, accelerating deterioration.	NSI	
M20	Do not clean masonry on buildings with deteriorated mortar joints. Such masonry should be properly repointed prior to cleaning to ensure that water does not penetrate the wall during the cleaning process.	NA	
M21	Do not use any type of water- or chemical-based cleaning systems when a possibility for freezing temperatures exists. Masonry cleaning should not be undertaken until the temperature will remain above 50 degrees for 72 hours after cleaning.	NA	
M22	Remove graffiti as soon as possible, beginning with the gentlest means possible and taking care not to inadvertently etch an outline of the graffiti onto the wall.	NA	
M23	Use solvent-based chemical strippers to remove paint from previously-painted masonry only after testing its effectiveness and evaluating its potential to damage brickwork. Testing should be carried out in an inconspicuous location.	NA	
M24	Do not paint masonry or stucco that has never been painted. While one layer of paint may not affect the appearance of the masonry or stucco, accumulated layers will eventually obscure decorative detail.	-	This building has not been previously painted

M25	Paint previously-painted masonry a color that is close to its existing color, approximates a natural masonry color as approved, or is recommended by staff. Staff is available to consult with you on appropriate colors.	NA	
M26	Use a "breathable" masonry paint that is compatible with and can create a strong bond with existing paint.	NA	
M27	Make sure that areas of patched stucco match the strength, composition, color, and texture of the original to the greatest degree possible.	NA	
M28	When patching stucco, cut back the successive layers to provide a key for the new layers to prevent new cracking.	NA	
M29	Carry out stucco repairs so that the dimension between the surface of the stucco and adjacent finishes remains unchanged.	NA	
M30	Do not install stucco, Dryvit, or permastone-type cladding over historic masonry or wood siding.	NA	
M31	Do not resurface historic masonry with exterior insulation.	NA	
M32	Use a masonry or terra cotta chimney cap if needed. Metal chimney caps are not historically appropriate.	NA	

PAINT

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
P1	Painting masonry or stucco that has never been painted is not recommended. Paint is difficult to remove, accumulated layers will obscure decorative detail, and paint coatings (even "breathable" paints) will affect the wall's vapor transmission performance. The presence of a lead oxide wash does not constitute a precedent for painting a building.	-	This building has not been previously painted
P2	When removing paint from previously-painted masonry, use gentle treatments that have been previously tested in an inconspicuous location. Do not sandblast or use acid-based cleaners.	NA	
P3	Use a "breathable" masonry paint that is compatible with and can create a strong bond with existing paint, only on previously-painted masonry.	NA	
P4	If painting previously-painted masonry, select a color that matches the existing color, approximates a natural masonry color as approved, or is recommended by the staff. Staff is available to consult with you on appropriate colors.	NA	
P5	Have paint samples analyzed when possible. Paint seriation studies can determine historic pigments and appropriate colors for repainting, by analyzing a paint sample under special lighting conditions to ascertain specific color, hue, and value of paint layers.	NA	

P6	Do not expose metal types that require protection from the elements or apply paint or other coatings to metals that were historically meant to be exposed, such as copper, bronze, or stainless steel.	NA	
P7	Paint replacement gutters, downspouts, metal frame screen and storm windows, roof-vent assemblies, and fire escapes to match wall, trim, cornice, or roof color of the house, whichever is most effective in reducing the visibility of these elements.	NA	
P8	Be aware that historic structures often contain hazardous substances, such as lead paint and asbestos. Contact the Board of Health regarding proper methods of removal and disposal.	NSI	

WINDOW

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
W1	Replace severely deteriorated historic windows with new windows that convey the same visual appearance. Replacement windows may either be accurate reproductions using historical, pictorial, and physical documentation or be a new design that is compatible with the historic character of the building and the district. Use of vinyl- and aluminum-clad wood window systems on primary elevations may be permissible if the proportion and detail closely match the original.	NA	Only replacing glass glazing on historic windows
W2	Select windows that match the historic sash dimension, muntin configuration, reveal depths, glass-to-frame ratios, glazing patterns, frame dimensions, trim profiles, and decorative features when repair of original windows is impossible.	NA	Only replacing glass glazing on historic windows
W3	Evaluate the option of using appropriate salvage materials when replacing windows that are deteriorated beyond repair.	NSI	
W4	Do not use replacement sash that does not fit historic window openings. Original openings should never be blocked-in to accommodate stock windows	NA	Only replacing glass glazing on historic windows
W5	Do not install contemporary picture, glass block, or jalousie windows in exterior window openings.	NA	
W6	Do not install synthetic replacement windows (vinyl, etc.) on primary facades.	NA	
W7	Install replacement windows that operate in the same way as the original windows - double-hung windows are replaced with double-hung, and casement windows are replaced with casements.	NA	
W8	Do not replace multi-pane windows that have true divided lights with thermal glazing windows that have false "snap-in" or applied muntins on primary façade elevations.	NA	

W9	Do not apply reflective or insulating film to window glass.	+	Only clear glass is proposed
W10	Do not use smoked, tinted, low-E, or reflective glass on building facades that can be seen from a public way.	+	Only clear glass is proposed
W11	Use large sheets of clear glass when replacement of storefront display windows is required.	NA	
W12	Do not block-in or back-paint transoms or sidelights.	NA	
W13	Use surviving prototypes to reconstruct missing window elements, such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds. The reconstructed element should be constructed of materials for which there is a historic precedent or a compatible substitute material if that is not possible.	NA	
W14	Do not alter the number, size, location, or shape of original windows seen from a public way by making new window openings or permanently blocking existing openings. If windows are no longer needed, they should be shuttered if original shutters exist. If shutters do not exist, a temporary closure should be prepared, leaving the window frame intact.	+/-	Precedent was set for this building in 1994 when 5 windows were added to the front façade.
W15	Locate any new windows openings that may be required for a new use on a façade that cannot be seen from a public way. Newly-installed windows should be compatible with the overall design of the building.	+/-	Precedent was set for this building in 1994 when 5 windows were added to the front façade.
W16	Do not obscure historic window trim with metal or siding material.	NA	
W17	Do not install new floors or dropped ceilings that block the glazed area of historic windows. If such an approach is required, the design should incorporate setbacks that allow the full height of the window to be seen unobstructed.	NA	
W18	Install exterior storm windows that duplicate the shape of the original window. Storm windows should be painted to match the color of the window frame.	NA	
W19	Do not install exterior storm windows or screens that damage or obscure historic windows or frames. Mount storm windows on the blind stop within the window frame. Storm window or screen rails should always match the rails of the windows behind. They should have either wood or narrow, metal frames that are painted to match the color of the building trim.	NA	
W20	Do not install window air conditioning units on a primary façade if installation on a secondary façade can address the same need. If this is not an option, do not alter the window sash to accommodate the air-conditioning unit.	NA	
W21	Install any security bars in such a way that they do not obscure the architectural character of original windows or damage historic fabric. Commercial security grills should retract out of sight during business hours.	NA	
W22	Design awnings to complement existing architectural features. They should not overwhelm the façade.	+	While some of the proposed front window awnings hide the upper spandrel panels, the lower panels and window design would still be visible. Furthermore, awnings are a temporary and removable addition to a building.
W23	Install awnings made of weather-proofed canvas of a traditional form. Fiberglass, metal, plastic, and back-lit awnings that have contemporary shapes are inappropriate and visually intrusive.	+	Canvas awnings
W24	Select an awning color that complements the building, with solid colors and narrow or wide stripes running perpendicular to the building being the preferred patterns.	+	Colors match paint and will be striped

W25	Install awnings in a way that does not harm the building. Hardware installation should be limited to that which is required for structural stability and should be driven into mortar joints rather than into masonry.	NSI	See conditions of approval
W26	Attach awnings between the window display area and the signboard or second-floor window sills. Awnings should be attached below the transom line where historic prism glass is present and building scale allows.	NA	Not a storefront
W27	Install awnings so that the valance is no lower than 7' above the sidewalk.	+	
W28	Repair shutters with in-kind materials. If damage is so extensive that they cannot be repaired, replacement shutters should match the visual appearance of the originals.	NA	
W29	Install shutters only where there is historic evidence for them. Replacement shutters should be or appear to be operable, measure the full height and width of the windows, and be constructed of a historically-appropriate material. Solid shutters are appropriate for the ground floor, and solid or louvered shutters are appropriate for upper floors.	NA	
W30	Mount replacement shutters so that they partially cover the vertical trim of the window frame. This gives shutters the appearance that they are indeed operable, even if in truth they are not. Shutters should not be applied to the masonry or cladding on either side of the window.	NA	
W31	Do not install aluminum or vinyl shutters.	NA	
W32	Photographically document architectural features that are slated for reconstruction prior to the removal of any historic fabric.	+	

DOOR

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
D1	Do not alter the character of entrances by either removing historic elements or through the addition of elements for which there is no historic precedent.	+	
D2	Photographically document architectural features that are slated for reconstruction prior to the removal of any historic fabric	+	
D3	Use historical, pictorial, and physical documentation when undertaking the reconstruction of a missing entrance or porch feature. If there is not sufficient information to determine the original design, a new design should be prepared that is compatible with the architectural character of the building and the district. Conjectural or falsely-historical designs are not appropriate.	NA	

D4	Use only those replacement doors that duplicate the design, proportion, and arrangement of paneling and glazing of the original.	+	New entry doors will match existing in style and material except they will be red aluminum rather than silver.
D5	Do not replace historic double leaf doors with a single door.	+	
D6	Do not alter original openings to accommodate stock doors.	+	
D7	Install only screen doors or storm doors that are simple with a narrow-frame design that enables the inner door to be seen. Metal screen and storm doors should be painted or finished to match the inner door.	NA	
D8	Install any security bars in such a way that they do not obscure the architectural character of original doors or damage historic fabric. Commercial security grilles should retract out of sight during business hours and preferably be mounted inside the glass. Painting security bars an unobtrusive color is recommended.	NA	
D9	Differentiate between primary and secondary doors, using the detailing of the doors or the articulation of the frame.	NA	
D10	Do not add vestibules to primary facades unless there is a historic precedent. Such additions alter the character, proportion, and massing of the façade.	NA	
D11	Do not create new entrances on facades that can be seen from a public way.	+/-	Precedent was set for this building in 1994 when 5 windows were added to the front façade. The new door will be subterranean and will not detract from the main front entrance.
D12	Replacement of non-original, non-historic doors with new doors that are appropriate to the period and style of the building and are the size of the original opening is recommended.	NA	

ADDITION

Design Guideline Checklist

- + Meets Guidelines
- Does Not Meet Guidelines
- +/- Meets Guidelines with Conditions as Noted
- NA Not Applicable
- NSI Not Sufficient Information

	Guideline	Finding	Comment
A1	Ensure that the design of any new addition is in proportion with the size and scale of the historic building and district.	+	Rear addition is appropriately scaled for the building
A2	Design any addition so that it is subordinate to the original building. Generally, additions should not exceed half of the original building's total floor area or building footprint.	+	
A3	Generally, additions should be attached to secondary elevations and should be set back from the front façade, so as not to damage or obscure character-defining features.	+	Attached to the rear elevation
A4	Use materials that are the same as or subordinate to the primary material of the original building. Wood is subordinate to brick, and brick and stucco are subordinate	+/-	The addition will be brick like the historic buildings, but it will be a

	to stone.		modern brick, which will differentiate it from the historic structures.
A5	Respect original roof forms when designing an addition. Additions should complement existing forms, not overwhelm them.	+	
A6	Do not undertake any full-floor additions in residential preservation districts (adding an additional full floor on top of a building).	NA	
A7	Generally, the original orientation of a building should not be altered when constructing a new addition. An addition should not turn a secondary façade into primary façade.	+/-	While the rear addition will be the new main entrance for the building, it will not make the rear façade the new primary façade.
A8	Design any new addition so that the first-floor height is equal to or slightly lower than the original building. The floor-to-floor heights should be equal to or up to 10 percent less than the original building. In no case should the floor heights exceed those of the original building.	+	
A9	Design additions to have the same relationship of solids (wall surfaces) to voids (window and door openings) as the historic portion.	+	The addition will have a similar void to solid ratio.
A10	Design additions so that there are subtle distinguishing characteristics between the historic portion and the new alteration. This may include simplifying details, changing materials, or slightly altering proportion.	+	The addition will have different windows from the historic portion and appear of its time
A11	Set back additional stories from the historic wall plane of commercial or institutional structures when such an approach is required for a new use. The construction of additional stories should be as inconspicuous as possible and not damage or destroy character-defining features.	NA	
A12	Do not design additions to appear older than the original building.	+	The addition will have new materials with a different, but complimentary, windows style from the historic buildings.
A13	Comply with the Kentucky building code in such a way that a historic building's character-defining features are preserved.	NSI	
A14	Do not radically change or damage a building's character-defining features when adding a new code-required stairway or elevator. Any such addition should be compatible with the materials and scale of the historic structure.	NA	
A15	Install fire escapes only on secondary elevations. Respect the locations of original doors and windows and do not cause undue damage to historic materials. They should preferably be painted to match the color of the wall.	NA	
A16	Do not construct a deck on a front or side façade. Decks should be of wood construction and be either painted or finished with an opaque stain. Use the railing detail developed by the Landmarks Commission or other approved detail.	NA	
A17	Design rear decks so that they do not extend beyond the side walls of the house and are not visible from the street.	NA	
A18	Wood fire stairs should be painted or stained and should be kept to a minimum functional size.	NA	