



Historic Landmarks and Preservation Districts Commission

Certificate of Appropriateness Report of the Committee

To: Nick Ellis
Thru: Old Louisville Architectural Review Committee
From: Savannah Darr, Historic Preservation Specialist
Date: September 23, 2016

Case No: 16COA1167
Classification: Committee Review

GENERAL INFORMATION

Property Address: 1202 South 3rd Street

Applicant: Nick Ellis
CFG Holdings, LLC
1465 S. Fourth Street
Louisville, KY 40208
502-371-5001
nellis@benchmark.us

Owner: same as applicant

Architect/Design: Keyes Architects and Associates

Estimated Project Cost: TBD

Description of proposed exterior alteration:

The applicant seeks approval

- to tuckpoint the masonry and repaint it a light gray color;
- to replace the gutters with new;
- to replace the existing synthetic windows with new 1/1 double hung vinyl windows to be painted black;
- to add pre-painted, pre-formed aluminum window hoods on the 3rd and Oak Street elevations;
- to add pre-painted, pre-formed aluminum cornice line element on the 3rd and Oak Street elevations;
- to remove the existing front metal and granite tile entry door and windows and replace with a new metal window and door system having gaps infilled with new brick;

- to remove the existing concrete and granite stoop and construct a new front porch entry with a brick foundation, decorative iron railing, aluminum columns, and porch roof;
- to add a canvas awning over the rear entrance of the building;
- to repave the existing parking lot;
- to repair the brick columns along Oak Street and add one at the edge of the property line at the corner of 3rd and Oak;
- to install black aluminum fencing to match the existing along the side and rear property lines;
- to install two automatic gates at the driveway entrance and exit off of 3rd Street;
- to install one gate at the southwest corner of the property for alley access; and,
- to remove one badly damaged tree in the ROW in front of the building along 3rd Street.

Communications with Applicant, Completion of Application

The application was received on July 22, 2016 and determined to require committee level review on July 25, 2016. The case was scheduled to be heard by the Old Louisville Architectural Review Committee on August 17, 2016 at 4:30 pm, at 444 South 5th Street, Conference Room 101.

The Old Louisville Architectural Review Committee met on August 17, 2016 at 5:02pm in Conference Room 101 at 444 South 5th Street to discuss the case. Members present were Herb Fink (Chair), Roberto Bajandas, David Marchal, Deborah Stewart, and Mary Clark. Nick Ellis, the applicant and property owner, was present.

The scope of work involves modifications to the building's front and side façades, which are part of a building addition that was constructed circa 1950. The addition, which is in Art Deco style and designed for nonresidential use, incorporated three Victorian style residential buildings that were constructed in the late 1800s to early 1900s. The building addition effectively converted the three stand-alone buildings into a single building. For the most part, the rear façades of the original three buildings were not modified. Ms. Darr presented the case for the façade modification with a staff report that contained no recommendation of approval or denial due to the unique situation (The building addition is now historic in its own right and the guidelines do not directly address this situation. Further, staff is not aware of any precedent resulting from a decision on a similar application). Ms. Darr also presented new historic research on the existing building, including a photograph of the three original historic buildings and historic photographs and drawings of the existing Art Deco building. Fred Elswick, a partner at Wischmeyer, Arrasmith, and Elswick, designed the building facade, in 1947. The new façade was constructed fairly closely to the plans in 1950 as offices for Aetna Oil Co. The Wischmeyer, Arrasmith, and Elswick architecture firm was locally and nationally recognized for its modern Art Deco designs.

Mr. Ellis quoted a conversation with Mike Radeke at the SHPO's office that the building was not historic, and thus not eligible for tax credits. Ms. Darr clarified that the building addition was constructed outside of the Period of Significance for the Old Louisville Historic District's National Register nomination, which was why it was not currently eligible for tax credits. However, that nomination could be amended to include this building as a contributing one due to its architectural and historic significance.

Mr. Ellis discussed his ideas for the changes to the parking area including more green space. Mr. Fink expressed concerns that there may not be enough green space and trees as there is presently a lot of asphalt on the site.

Ms. Stewart and Mr. Marchal both expressed their gratitude to Mr. Ellis for taking on the project of renovating the building as it is in disrepair. However, they both felt that the Art Deco features of the building should be retained and embraced. Ms. Stewart said that even though Old Louisville consists of mostly Victorian era architecture that was not the only architecture in the District. Art Deco was an important style and should be preserved as well. She mentioned a Midcentury Modern carriage house behind the Conrad-Caldwell House that was restored and considered it a preservation success for the District.

Mr. Fink opened the meeting to public comment. Old Louisville resident Howard Rosenberg of 1202 S. 6th Street spoke in favor of the project, as did Old Louisville resident Mary Martin of 1466 S. 3rd Street. Christopher White, an Old Louisville resident, spoke against the project. Ms. Darr shared an opposition letter from Debra Richards Harlan of 1734 Chichester Avenue with the ARC and Mr. Ellis.

Mr. Ellis stressed that the current building does not fit the Victorian character of Old Louisville and his new design would better fit. Mr. Bajandas expressed concerns about how the aluminum pieces would be attached to the building and if they would cause more harm than good. Without proper flashing, water could damage the building further. Mr. Ellis stated that he needed to confer with his architect to address those concerns. Therefore, Mr. Bajandas made a motion to defer the case to Wednesday, September 14, 2016 at 5:30 pm in room 101 with the objective of obtaining manufacturer details of the cornice and window pieces, further information on the front porch and wheelchair lift, and a new landscape plan. Ms. Clark seconded the motion, and the motion passed unanimously.

The Old Louisville Architectural Review Committee met on September 14, 2016 at 5:35pm in Conference Room 101 at 444 South 5th Street to continue discussion on the case. Members present were Herb Fink (Chair), Roberto Bajandas, David Marchal, Deborah Stewart, and Mary Clark. Nick Ellis, the applicant and owner, was present. Ms. Darr presented an overview of the first ARC hearing, including a summary of the staff report conclusions, the history of the building, and the motion made by the ARC. Ms. Darr also informed the ARC of a 311 Metro Call incident with the property, which Planning & Design Services staff deemed general maintenance work and the stop work order was lifted. Ms. Darr also presented manufacturer information on the aluminum cornice and

window hood elements. Mr. Ellis presented a new green areas plan showing the additional green space, parking spots, fencing, and gates. He also clarified that the trash receptacles for the building would be located in a rear room hidden from public view and that the site currently has satisfactory outdoor lighting. If he were to add more lighting it would be basic, landscape lighting that would blend in with the site. Mr. Ellis also mentioned that he contacted MSD about a special program that would run water drainage to a special stormwater retention area rather than the storm drains. However, that program is not in Old Louisville yet. Therefore, the current drainage pattern of the site would remain, but the new green space would likely help with some of that water drainage. Mr. Fink wanted more information on the plantings in the proposed green space. He would like to see more trees on the site, especially between the parking spaces and Oak Street. He also wanted two of the parking spaces at the southeast corner of the lot to be green space. Mr. Ellis said that the landscaping phase of the project had not yet been planned but he would agree to more plantings. Mr. Bajandas noted that he appreciated staff's interpretation of the guidelines but the ARC could interpret the guidelines differently if necessary. While he would prefer for the Art Deco features of the building to be retained, he understood that was not the applicant's desire.

Mr. Fink opened the meeting to public comment. The following people spoke in favor of the application: Ronald Harris of 1390 S. 3rd Street, Chuck Anderson of 1384 S. 3rd Street, Kim Mowder of 1464 S. 3rd Street, Howard Rosenberg of 1202 S. 6th Street, Leah Stewart of 1386 S. 6th Street, Alan Bird of 1234 S. 3rd Street, Ray Robinson of 1237 S. Floyd Street, and Sheelah Anderson of 1384 S. 3rd Street. Debra Richards Harlan of 1734 Chichester Avenue spoke against the application. Stephen Peterson of 932 S. 6th Street was neutral on the project but had questions about the potential for state historic preservation tax credits and the conjectural nature of the proposed design and its potential to set a precedent for the district. Ms. Darr answered that with the new history of the building, it would be eligible for tax credits. Mr. Ellis quoted a conversation with Mike Radeke at the SHPO's office that the building was not historic, and thus not eligible for tax credits. However, the building was constructed outside of the Period of Significance for the Old Louisville Historic District's National Register nomination. That nomination could be amended to include this building as a contributing one. Mr. Bajandas noted that this case would not set precedent for the District because it is too unique. Dan Baliban of Murray Avenue had no comment but a desire to see the plans at the table. Ms. Darr shared a support letter from Janet Masterson of 1215 S. 3rd Street with the ARC and Mr. Ellis.

After public comment was closed, Ms. Stewart remarked that her opinions of the proposed design were on record from the meeting on August 17, 2016, but she wanted clarification from Mr. Bajandas about what final decision they would be making on the application. Mr. Bajandas stated that because the building in question was constructed outside of the Period of Significance for the Old Louisville Historic District's National Register nomination that the design guidelines did not apply to the proposed façade modification. The remaining guidelines still applied to the project. The Art Deco building does not match the other Victorian era buildings in the District. Mr. Marchal commended the

applicant on his desire to undertake renovation of the building, but he also believed that the Art Deco features were significant and should be maintained. Mr. Bajandas made a motion to approve the staff report and approve the look of the proposed design on page A2.01 with several conditions (in the Decision in bold). Mr. Marchal seconded the motion so the committee could discuss it. Mr. Fink noted that he would like to see even more green space and trees in the parking area, especially between the parking spaces and Oak Street. He also wanted two of the parking spaces at the southeast corner of the lot to be green space. With no further comment, Mr. Fink asked for a vote. The motion carried with three ayes (Bajandas, Clark, and Fink) and two nays (Marchal and Stewart).

FINDINGS

Guidelines

The following design review guidelines, approved for the Old Louisville Preservation District, are applicable to the proposed exterior alteration: **Door, Masonry, Paint, Porch, Window, and Site**. The report of the Committee'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

The TNZD zoned property in the Traditional Neighborhood form district is located on the southwest corner of South 3rd and West Oak Streets. The office building is three stories tall and of masonry construction. 1202 S. 3rd originally functioned as three separate residences, which were slowly acquired and combined by Aetna Oil Co., a Louisville-based oil company. Fred Elswick, a partner at Wischmeyer, Arrasmith, and Elswick, designed the building facade, in 1947. The new façade was constructed fairly closely to the plans in 1950 as offices for Aetna Oil Co. The Wischmeyer, Arrasmith, and Elswick architecture firm was locally and nationally recognized for its modern Art Deco designs.

Conclusions

Staff believed that review of the alterations to the building at 1202 S. 3rd Street was somewhat problematic. While originally three separate Victorian-era houses, a large commercial/institutional addition was added to the front in the Art Deco architectural style. However, the Art Deco façade could be considered an unsympathetic alteration to the once historic properties as it significantly changed the architectural style and form of those buildings. The Design Guidelines often refer to preserving original or historic features of buildings. In this case, staff believed those features to be the current Art Deco features of the building, not the original Victorian-era features since they were covered or removed. The proposed design attempts to pay homage to those Victorian-era features by minimizing the Art Deco alterations. However, staff determined that the design of the proposed window hoods, cornice detail, entry, and porch was conjectural, which does not meet Door Guidelines D1 and D3; Masonry Guideline M1; Porch Guidelines PO1, PO6, PO11, PO15; Window Guideline W13; and Site Guideline ST5. The proposed changes to the site, the new canvas awning, the new

windows, and the tree removal all meet the applicable design guidelines. While staff reports typically contain a recommendation for the Committee to approve or deny the application, this situation was unique. What would have been considered an unsympathetic alteration at the time was added to three Victorian-era houses and has now become historic in its own right. The Design Guidelines struggle to address a situation such as this. Therefore, staff requested the Committee's interpretation of the guidelines.

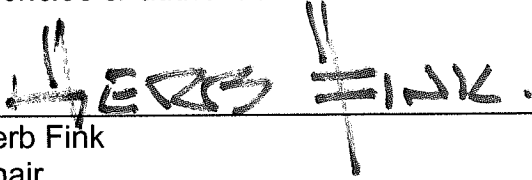
The Old Louisville Architectural Review Committee determined that because the Art Deco façade was constructed after the Period of Significance for the Old Louisville Historic District's National Register nomination that the design guidelines did not apply to the proposed façade modification. The remaining guidelines still applied to the project. Therefore, Mr. Bajandas made a motion to approve the staff report and approve the look of the proposed design on page A2.01 with several conditions (in the Decision in bold). The conditions allow for Planning & Design Services staff to approve the remaining concerns about the proposed work, which include how the aluminum cornice and window pieces will be connected to the building as well as more detail on the porch and wheelchair lift. The attached staff guideline checklists show in bold the ARC's interpretation.

DECISION

Considering the information furnished, the Committee approved the application for a Certificate of Appropriateness with the following conditions:

- 1. The applicant shall submit a new wall section drawing for staff review showing how the cornice piece, gutters, and flashing will be connected to the building.**
- 2. The applicant shall submit a new wall section drawing for staff review showing how the window hoods and flashing will be connected to the building.**
- 3. The applicant shall submit a new porch drawing for staff review showing how the porch roof and foundation will be connected to the building as well as how the porch roof and foundation will be constructed.**
- 4. The applicant shall submit a new porch drawing for staff review showing detail of the wheelchair lift: size, location, operation, etc.**
- 5. The applicant shall submit a cut sheet for the new windows for staff review.**
- 6. The applicant shall submit a final landscape plan for staff review prior to implementation.**
- 7. The applicant shall submit lighting for staff review prior to installation.**
- 8. The applicant shall submit details on the rear canvas awning for staff review prior to installation.**
- 9. The applicant shall submit details on the fencing and gates for staff review prior to installation.**
- 10. The trash receptacles for the site shall be hidden from public view.**

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.


 Herb Fink
 Chair


 Date

Attached Documents / Information

1. Staff guideline checklist
2. Applicant submitted Information including plans and photographs
3. Additional research documentation
4. Fred Elswick's architectural drawings

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.	NA -	ARC decision The existing aluminum and granite tile entry feature is now a historic element. The proposed alterations would introduce Victorian-era elements to which there may be historic precedent based on what is known about the 3 original buildings, but not original to the existing façade.
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 -	ARC decision The existing building appears as it did when the front addition was originally added. There is no photo documentation of all of the original historic houses. The new design is conjectural and does not fit the Art Deco building, but it uses Victorian-era elements from buildings in the district.

D4	Use only those replacement doors that duplicate the design, proportion, and arrangement of paneling and glazing of the original.	+	Same size opening
D5	Do not replace historic double leaf doors with a single door.	+	
D6	Do not alter original openings to accommodate stock doors.	+	Same size opening
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.	NA	
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.	+	Same size opening, replacing non-historic doors

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 +/-	ARC decision The new masonry front stair case is a different design from the current poured concrete stairs. While the design is not compatible with the existing façade, it is similar to those found in the district.
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.	NA	
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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
M11	Match historic mortar joints in color, texture, joint size, and tooling when repointing.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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	+	Applicant shall work with staff for best treatment.
M15	Do not use synthetic caulking to repoint historic masonry.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.

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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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.	+	Applicant shall work with staff for best treatment.
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.	NA	The building has previously been 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 applicant proposes a light gray color, which is a natural stone masonry color.
M26	Use a "breathable" masonry paint that is compatible with and can create a strong bond with existing paint.	NSI	Applicant shall work with staff for best treatment.
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.	NA	The building has previously been 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.	+	
P3	Use a "breathable" masonry paint that is compatible with and can create a strong bond with existing paint, only on previously-painted masonry.	+	Applicant shall work with staff for best treatment.
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 applicant proposes a light gray color, which is a natural stone masonry color.
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.	+	
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.	+	
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.	+	

PORCH

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
PO1	Replace reconstructed entrance or porch features with in-kind materials. If that is not economically or technically feasible, a compatible substitute material may be considered. Composition and plastic moldings, however, should not be used due to their unproven longevity.	NA -	ARC decision The existing stoop is concrete with walls covered with granite tiles. The proposed porch is brick.
PO2	Photographically document architectural porch features that are slated for reconstruction prior to the removal of any historic fabric.	+	
PO3	Design replacement porch railings and balusters to match the originals as closely as possible. If it is technically or economically unfeasible to accomplish this, a simplified porch rail and baluster design may be used of 2" x 4" rails and 2" x 2" pickets, set between top and bottom rails, and nailed to the inside face of the rail. Railings should be finished with paint or an opaque stain. Plans are available from the Landmarks Commission.	NA	
PO4	Do not use cast- or wrought-iron columns, railings, or balusters as a replacement for brick or wood porch elements. Columns should match the proportion, detailing, and size of the original.	NA	
PO5	When installing a new code-required handrail or railing, select a design that is simple and stylistically appropriate. Generally, metal is appropriate for masonry buildings and wood for frame buildings.	NA +/-	ARC decision Masonry building and metal handrail are proposed, but the design does not fit the Art Deco building.
PO6	Do not add conjectural porch ornament; often its style conflicts with the style of the house.	NA -	ARC decision The new design is conjectural and does not fit the Art Deco building. The design is similar to the sliver of porch shown in the historic photograph of one of the original buildings, but that was a residential building and not a commercial/institutional building.
PO7	Do not use over-sized boards (2" thick) for porch floors. 3/4" to 1" tongue-and-groove boards are generally appropriate.	NA	
PO8	Install replacement porch flooring that closely matches the original tongue-and-groove flooring dimensions. A maximum gap of 1/16" should be left between boards to allow for expansion. Wood edging should be applied to the exposed ends of floorboards to prevent moisture infiltration into the grain.	NA	
PO9	Do not cover porch or cornice elements with vinyl or aluminum siding.	NA	
PO10	Do not install porch ceilings or close in exposed eaves where none existed previously. Exposed rafters and roof decks are character-defining features for certain architectural styles.	NA	

PO11	Replace deteriorated porch steps with in-kind materials. Replacement steps should be of the same scale and dimensions as the original. Stone steps may be patched with concrete that is tinted a visually-compatible color.	NA -	ARC decision The new steps do not match the original, which constructed of a large aggregate concrete.
PO12	Do not replace historic stone steps unless the stone itself is no longer useable. Resetting stones on a firm foundation and repointing or applying sealant can address most problems.	NA	
PO13	Do not enclose front porches. Screen panels that can be removed seasonally, are set behind porch elements, and do not damage historic fabric may be permitted.	NA	
PO14	Do not obscure the design or detailing of original porch elements when undertaking a side or rear porch enclosure project. Large sheets of glass recessed behind original porch features should be used rather than solid materials such as wood, stucco, or masonry.	NA	
PO15	Do not add porches to the primary façades of structures that never had porches.	NA -	ARC decision The current building contains a stoop with two concrete stair cases and walls covered with granite tiles, which are characteristic of the commercial Art Deco style. The proposed design adds a covered porch with columns and a central stair, which pays homage to the 3 original Victorian-era residential buildings.

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.	+	All existing windows are replacements and in poor condition. The 1974 designation photo shows a different style of window but it is unclear if those are original.
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.	+/-	The new windows will match the existing replacement windows as no original windows exist.
W3	Evaluate the option of using appropriate salvage materials when replacing windows that are deteriorated beyond repair.	NA	

W4	Do not use replacement sash that does not fit historic window openings. Original openings should never be blocked-in to accommodate stock windows	+	
W5	Do not install contemporary picture, glass block, or jalousie windows in exterior window openings.	+	
W6	Do not install synthetic replacement windows (vinyl, etc.) on primary facades.	+/-	All existing windows are replacements and in poor condition. Replacing synthetic material for new synthetic material.
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.	+	Double-hung windows replaced in-kind
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.	+	
W10	Do not use smoked, tinted, low-E, or reflective glass on building facades that can be seen from a public way.	+	
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.	+	Large vertical glass feature will remain on front façade
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 -	ARC decision The proposed window hoods are conjectural because there is no evidence of the style of the windows on the original 3 buildings. The Art Deco design does not contain window hoods.
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.	NA	
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.	NA	
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.	NA	
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.	NA	
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.	NA	
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.	NA	
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	
W27	Install awnings so that the valance is no lower than 7' above the sidewalk.	NA	
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.	NA	

SITE

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
ST1	Consider the relationships that exist between the site and structure when making exterior alterations. Changes to one will affect the other. A primary goal should be to maintain a complementary relationship.	+	
ST2	Retain established property line patterns and street and alley widths. Any replatting should be consistent with original development patterns.	+	
ST3	Use paving materials that are compatible with adjacent sites and architectural character.	+	Asphalt already throughout block
ST4	Restore and reuse historic paving materials for streets and sidewalks such as brick and hexagonal pavers and limestone curbing. Maintain original curbing whenever possible. The historic relationship between the road surface and edging should be preserved. Any replacement should use historic materials. If replacement with original materials is not technically or economically feasible, a substitute material may be used if it duplicates the color, texture, and visual appearance of the original.	NA	
ST5	Maintain brick, stone, or poured concrete steps wherever present. If replacement is required, original materials should be used. New construction should incorporate steps on blocks where they are a character-defining feature.	NA -	ARC decision The current building contains a stoop with two concrete stair cases and walls covered with granite tiles, which is characteristic of the Art Deco style. The proposed design adds a covered porch with columns and a central stair, which pays homage to the original Victorian-era buildings.
ST6	Do not harm historic resources through road widening or underground utility repair.	NA	
ST7	Locate driveways, parking areas, and loading docks to the side and rear of properties. Access from alleys is preferred.	+	Existing driveways on either side of the building
ST8	Maintain original front yard topography, including grades, slopes, elevations, and earthen berms where present. New construction should match the grade of adjacent properties. Do not recontour front-yard berms into stepped terraces, using railroad ties, landscape timbers, or any other historically-inappropriate material for retaining walls.	NA	
ST9	Do not carry out excavations or regrading within or adjacent to a historic building, which could cause the foundation to shift or destroy significant archeological resources.	NA	

ST10	Do not install masonry walls in street-visible locations unless they are used to retain earth at changes in grade, screen service areas, or unless a historic precedent exists.	NA	
ST11	Use materials that match existing sections of historic fencing in material, height, and detail when carrying out limited replacement projects. If an exact match cannot be made, a simplified design is appropriate.	NA	
ST12	Use materials that match the existing character of the original when replacing retaining walls or curbing. If an exact match cannot be made, a simplified design is appropriate.	NA	
ST13	Install only historically-compatible iron fencing under 2'-5" in height where there is demonstrable historic precedent.	NA	
ST14	Do not install front-yard fencing where there is no historic precedent.	NA	
ST15	Install any rear- or side-yard privacy fencing so that it is set back from the side wall at least two feet and presents the finished side out. Any privacy fencing should be less than seven feet in height. Contact the Department of Inspections, Permits, and Licenses regarding additional restrictions on fencing at corner properties.	+	Existing brick columns with black metal fencing will continue along West Oak St. The black metal fencing will continue along side and rear property lines with gates at front driveway entrances.
ST16	Do not install chain-link, split-rail, or woven-wood fencing, or concrete block walls in areas that are visible from a public way. Opaque fencing, such as painted or stained pressure-treated wood, may be permitted with appropriate design.	NA	
ST17	Use understated fixtures when installing any type of exterior lighting. Fixture attachment should be done so as not to damage historic fabric. Fixtures should not become a visual focal point.	+	
ST18	Do not light parking areas or architectural features in a harsh manner. Generally, an average illumination level of 1.5 to 2.0 foot-candles will be sufficient. Light should be directed down and away from neighboring properties.	+	
ST19	Parking lots of a certain size should have a portion of the parking area dedicated to plantings that will soften the expanse of paving. See the Jefferson County Development Code - Requirements for Landscaping and Land Use Buffers for specific requirements.	+	
ST20	Use high-pressure sodium or metal halide lights to create a soft illumination where site or streetscape lighting is desired.	+	
ST21	Position fixtures, such as air conditioning units, satellite dishes, greenhouse additions, and overhead wiring, on secondary elevations where they do not detract from the character of the site. Try to minimize noise levels to adjacent properties.	NA	
ST22	Preserve large trees whenever possible and enhance established street tree patterns by planting additional trees along public rights-of-way. Consult the city arborist to determine what tree species are suitable for placement near overhead wires. Select and place street trees so that the plantings will not obscure historic storefronts once mature. Removal of trees within or immediately adjacent to a public right-of-way or within public open spaces requires review unless directed by the city arborist for emergency or public safety reasons.	+	The large tree in ROW that needs removal is being reviewed by PDS staff and the Urban Forester.
ST23	Ensure that all proposed cellular towers and associated fixtures will be properly screened from view.	NA	
ST24	Install utility lines underground whenever possible.	NA	