



CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION

HISTORIC AND DESIGN REVIEW COMMISSION
MEETING MINUTES
October 19, 2022

The City of San Antonio Historic and Design Review Commission met on Wednesday, October 19th, 2022 at 1901 South Alamo Street, San Antonio, Texas 78204.

MEETING CALLED TO ORDER:

Chairman Fetzer called the meeting to order at 3:06 p.m. for work session.

ROLL CALL:

Present: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes and Fetzer.

Absent: Fish, Morales, and Laffoon.

CHAIRMAN'S STATEMENT:

Chairman Fetzer provided a statement regarding meeting and appeal processes, time limits and decorum.

APPROVAL OF MEETING MINUTES:

MOTION: Commissioner Carpenter moved to approve meeting minutes for October 5th, 2022. Commissioner Gibbs seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: The **MOTION PASSED with 8 AYES. 0 NAY. 3 ABSENT.**

ANNOUNCEMENTS:

Spanish interpreter services available to the public during the hearing.
Item #13 was postponed by applicant.

PUBLIC COMMENT:

Item 2: Matt Brown, Peter French, Eddie Romero, Dr. Dennis Jetson, Mark Jetson, and Lisa Nonguesser- support the case. Robert Buchannon, Roslyn Cogburg, Conservation Society of San Antonio, Elizabeth, Dr. Paultin, Mark Scravatz, Mari Jimenez, Patti Zaiontz, Patricia Sidenberger, Diane Holden-Jones, Kathy Rhodes, and Margaret Presmeyer- concerns about the design and oppose the case.

Item 3: Valerie Cortez on behalf of concern citizens of Dignowity Hill- supports staff recommendations.

Item 8: Bianca Maldonado- MPNA- requests that applicant consider alternations to existing pattern of the case. supports staff stipulations- added stipulations Hardy plank on ADU be maximum of 6 ins in keeping with architectural style, that the AC compressor be moved to the side of the ADU not visible from driveway, color of the roof on the casita match main home and a 3 tap dimension roof , that the clarification of the door specification to submit to staff before final approval.

Item 9: Bianca Maldonado- MPNA- agrees with staff stipulations and requests that the following stipulations be added as follows: 1. side porch be photographed be documented. 2. Decorative railing be salvaged and stored on-site. 3. The small existing window be brought forward to front elevation to match the profile sash and sill of existing window, extension of title roof to match the tile material and profile and roof extension match

front façade great condition roof board. 4. The series of the new 3 windows be reduced to 2 windows and match the profile of the left side elevation. 5. That the brick be painted match the existing; that the elevation drawing be updated to reflect the existing double windows to remain in place. 6. That a landscape plan be submitted prior to issue COA.

Commissioner Fetzer asked if any commissioner would like to pull items from the Consent agenda. Commissioner Velasquez requested Item #2, and Commissioner Savino requested that Items #5, 6, and 8 to be pulled from the consent agenda.

CONSENT AGENDA:

Item 1, Case No. 2022-492	818 AUSTIN ST
Item 3, Case No. 2022-424	322 N HACKBERRY ST
Item 4, Case No. 2022-501	521 HAYS ST
Item 7, Case No. 2022-516	3602_ 3618 MCCULLOUGH AVE
Item 9, Case No. 2022-518	443 CLUB DR
Item 10, Case No. 2022-519	3035 ROOSEVELT AVE
Item 11, Case No. 2022-509	2020 N ST MARYS ST

MOTION: Commissioner Carpenter moved to approve items 1,3-4, 7, and 9-11 with staff stipulations and for item 9 to include 6 additional stipulations from MPNA. Commissioner Cervantes seconded the motion.

VOTE: AYE: Gibbs, Savino, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.
ABSTAIN: Velasquez

ACTION: The MOTION PASSED with 7 AYES. 0 NAY. 3 ABSENT. 1 ABSTAIN

INDIVIDUAL CONSIDERATION ITEMS:

ITEM 2. HDRC NO. 2022-510
ADDRESS: E Market at Hemisfair Park
APPLICANT: FitzGerald Associates Architects, PLLC

REQUEST:

The applicant is requesting conceptual approval to:

1. Construct a 3-story retail structure to feature 2 stories above street level and 1 level at river level.
2. Construct a 29-story structure to feature residential and retail space. The proposed new construction will feature 360 residential units and 7 levels of structured parking.

FINDINGS:

General Findings:

- a. The applicant is requesting conceptual approval to construct both a retail structure and a 29-story, mixed use tower at Hemisfair Park. The proposed new construction will front E Market, and is bound by E Market to the north, the River Walk to the east, Civic Park to the south, and Source Plaza to the west.
- b. CONCEPTUAL APPROVAL – Conceptual approval is the review of general design ideas and principles (such as scale and setback). Specific design details reviewed at this stage are not binding and may only be approved through a Certificate of Appropriateness for final approval.
- c. DESIGN REVIEW COMMITTEE – This request was reviewed by the Design Review Committee on September 27, 2022. At that meeting, committee members commented on the proposed building massing, structured parking design, building materials and street level elements. This request was reviewed a second time by the Design

Review Committee on October 11, 2022. At that meeting, Committee members commented on the proposed massing, parking garage screening, materials, and ground level elements, including automobile and pedestrian access.

- d. PEDESTRIAN CIRCULATION – Per the UDC Section 35-672(a) in regards to pedestrian circulation, an applicant shall provide pedestrian access among properties to integrate neighborhoods. The applicant has proposed a number of pedestrian connections throughout the site, including those linking the site to E Market, Source Plaza and S Alamo beyond, the River Walk and Civic Park. Staff finds the proposed pedestrian circulation to be appropriate and consistent with the UDC.
- e. CURB CUTS – There are currently three (3) on E Market at this site. The applicant has noted three curb cuts on the site plan. One curb cut is associated with loading at the 3-story retail structure. The other two curb cuts are associated with the 29-story tower. One curb cut will facilitate vehicular traffic to and from the structured parking while the other will be for loading. The UDC Section 35-672(b)(1)(A) notes that curb cuts should be limited to two on parking areas or structure facing only one street and one for each additional street face. Additionally, the UDC notes that curb cuts should not exceed more than twenty-five (25) feet in width. Generally, staff finds three curb cuts to be appropriate given the scale of the proposed new construction; however, staff finds that each curb cut should not exceed twenty-five (25) feet in width. Additionally, staff finds that each curb cut and approach should be installed in a manner that does not result in a grade change in the pedestrian path. Should a curb cut be proposed to exceed twenty-five (25) feet in width, staff finds that additional design elements should be incorporated to ensure safe pedestrian interactions such as the incorporation of an additional traffic median to the immediate left of the valet drop off within the building footprint and the landscaping of the proposed traffic medians.
- f. SITE DESIGN – According to the UDC Section 35-673, buildings should be sited to help define active spaces for area users, provide pedestrian connections between sites, help animate the street scene and define street edges. Primary entrances should be oriented toward the street and shall be distinguishable by an architectural feature. The applicant has located both buildings to feature orientations towards both E Market and Civic Park. Additionally, the applicant has located the retail structure to feature an orientation towards the River Walk. The applicant has located each building in a manner that will create active pedestrian spaces and connect pedestrian pathways between site. The proposed site design is consistent with the UDC.
- g. LANDSCAPE DESIGN – Per the UDC Section 35-673(e) regarding landscape design, a variety in landscape design must be provided with no more than seventy-five (75) percent of the landscape materials, including plants being the same as those on adjacent properties. Additionally, according to the UDC Section 35-674(f), indigenous, non-invasive plant species and tropical plant species are permitted. The applicant has included landscaping information in the submitted site plans. Staff finds that detailed landscaping documents should be submitted for review and approval when the applicant returns to the Commission for final approval. Landscape design should complement that of Source Plaza and Civic Park.
- h. LIGHTING DESIGN – Lighting design for any project located in a RIO district is an important aspect of not only that particular project's design, but also the adjacent buildings as well as the River Walk. According to the UDC Section 35-673(j), site lighting should be considered an integral element of the landscape design of a property. Staff finds that a detailed lighting plan should be submitted for review and approval when returning to the Commission for final approval.
- i. OUTDOOR FURNITURE – The applicant has proposed outdoor seating areas on the site. Outdoor furniture should be consistent with the UDC, and should be submitted for review and approval prior to installation. At no time shall outdoor furniture impede upon or block pedestrian traffic at the public right of way.
- j. MECHANICAL EQUIPMENT – The UDC Section 35-673(n) addresses service areas and mechanical equipment and their impact on the public. Service areas and mechanical equipment should be visually unobtrusive and should be integrated with the design of the site and building. Noise generated from mechanical equipment shall not exceed city noise regulations. The applicant is responsible for complying with the UDC Section 35-673(n) at all times.
- k. ARCHAEOLOGY – The project area is located within the Hemisfair Local Historic District and a River Improvement Overlay District. In addition, the property is traversed by the Acequia del Alamo, a Spanish Colonial water feature, previously recorded archaeological site, and designated National Historic Civil Engineering Landmark. Per the 2017 Texas Historical Commission letter, HABS level documentation, laser scanning, archival research, and signage of the acequia is required. Therefore, an archaeological investigation is required to uncover and facilitate documentation of the acequia. Work within public property is subject to the

Texas Antiquities Code. The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology, as applicable.

Findings related to request item #1:

- 1a. The following findings relate to request item #1, the construction of a 3-story retail structure to feature 2 levels above street level and 1 level at river level.
- 1b. BUILDING SCALE & MASSING – According to the UDC Section 35-674(b) a building shall appear to have a “human scale”. To comply with this, a building must (1) express façade components in ways that will help to establish building scale, (2) align horizontal building elements with others in the blockface to establish building scale, (3) express the distinction between upper and lower levels, (4) in this instance, divide the façade of the building into modules that express traditional dimension and (5) organize the mass of a building to provide solar access to the river. Where a building façade faces the street or river and exceeds the maximum façade length allowed per the UDC (thirty; 30 feet in RIO-3), the façade should be divided into modules that express traditional dimensions. Staff finds that the street level, river facing façade which is primarily composed of a glass curtain wall system be modified per the UDC Section 35-674.01(b)(4)(B). Staff finds that traditional structural bays should be articulated on the river façade and that those structural bays should be clad in traditional materials.
- 1c. BUILDING HEIGHT – According to the UDC Section 35-674(c) in regards to the height of new construction in RIO districts, there are no height restrictions for new construction in RIO 3 other than the solar access standards. Staff finds the proposed height to be appropriate and consistent with the UDC.
- 1d. MATERIALS – Regarding materials and finishes, the UDC Section 35-674(d)(1) states that indigenous and traditional building materials should be used for primary wall surfaces. A minimum of seventy-five (75) percent of walls (excluding window fenestrations) shall be composed of the following: Modular masonry materials including brick, stone, and rusticated masonry block, tile, terra-cotta, structural clay tile and cast stone. Concrete masonry units (CMU) are not allowed. However according to 35-674(d)(2)(B), glass curtain wall panels are allowed in RIO-3 as a secondary material as long as the river and street levels comply with 35- 674(d)(1). The applicant has proposed materials that feature limestone façade panels and glass curtain wall systems. Staff finds the proposed materials to be generally appropriate; however, the amount of glass on the River Walk façade should be reduced to be consistent with 35-674(d). Staff finds that structural bays should be articulated on the river façade and that those structural bays should be clad in traditional materials.
- 1e. WINDOWS – The UDC Section 35-674(e)(2) provides information in regards to proper window fenestration and installation. For window openings that are not included within a curtain wall system, an inset of at least two to three inches within each wall is required. The applicant is responsible for complying with this section of the UDC, when applicable.

Findings related to request item #2:

- 2a. The following findings relate to request item #2, the construction of a 29-story tower to feature both retail and residential space.
- 2b. BUILDING SCALE & MASSING – According to the UDC Section 35-674(b) a building shall appear to have a “human scale”. To comply with this, a building must (1) express façade components in ways that will help to establish building scale, (2) align horizontal building elements with others in the blockface to establish building scale, (3) express the distinction between upper and lower levels, (4) in this instance, divide the façade of the building into modules that express traditional dimension and (5) organize the mass of a building to provide solar access to the river. Generally, staff finds that the applicant has begun to meet these requirements of the UDC.
- 2c. FAÇADE COMPOSITION – According to the UDC Section 35-674, high rise buildings, more than one hundred (100) feet in height shall terminate with a distinctive top or cap. In addition to this, curtain wall systems shall be designed with modulating features such as projecting horizontal and/or vertical mullions, entrances shall be easy to find, be a special feature of the building and be appropriately scaled and the riverside façade of a building shall have simpler detailing and composition than the street façades. The Downtown Design Guide notes that a building’s top should be delineated with a change of detail and meet the sky with a thinner form, or tapered point. Unarticulated, flat-topped buildings are not recommended. Staff finds that the proposal provides a distinctive top through a change in predominate cladding material. Additional articulation or variation could be introduced to further meet this requirement.
- 2d. BUILDING HEIGHT (Solar Access Study) – According to the UDC Section 35-674(c) in regards to the height of new construction in RIO districts, there are no height restrictions for new construction in RIO 3 other than the

solar access standards. The applicant has submitted a solar access study which notes compliance with the UDC regarding height and solar access standards.

- 2e. **BUILDING HEIGHT** – Section 35-674(c)(3) states that building facades shall appear similar in height to those of other buildings found traditionally in the area. This section also states that if fifty (50) percent of the building facades within a block face are predominantly lower than the maximum height allowed, the new building façade on the street-side shall align with the average height of those lower buildings within the block face, or with a particular building that falls within the fifty (50) percent range. There are multiple structure within the immediate vicinity of the proposed new construction that feature similar heights or greater heights; specifically, the Hilton Palacio del Rio (approximately 220 feet); the San Antonio Marriott Riverwalk approximately 350 feet); and the Grand Hyatt (approximately 425 feet). Staff finds the proposed height to be appropriate and similar in height to other buildings found traditional in the area.
- 2f. **TOWER MASSING** –According to the Downtown Design Guide, height to width ratios of new towers should be 3.5:1. Furthermore, towers should have their massing designed to reduce overall bulk and to appear slender as they ascend higher. The applicant has proposed general tower massing to be reduced from that of the parking podium; however, as noted in finding 2c, staff finds that additional variation in tower massing should be studied.
- 2g. **MATERIALS** – In regards to materials and finishes, the UDC Section 35-674(d)(1) states that indigenous and traditional building materials should be used for primary wall surfaces. A minimum of seventy-five (75) percent of walls (excluding window fenestrations) shall be composed of the following: Modular masonry materials including brick, stone, and rusticated masonry block, tile, terra-cotta, structural clay tile and cast stone. Concrete masonry units (CMU) are not allowed. However according to 35-674(d)(2)(B), glass curtain wall panels are allowed in RIO-3 as a secondary material as long as the river and street levels comply with 35- 674(d)(1). The applicant has proposed materials that include metal panels, EIFS panels, limestone cladding, metal and glass railings, and glass curtain wall systems.
- 2h. **WINDOWS** – The UDC Section 35-674(e)(2) provides information in regards to proper window fenestration and installation. For window openings that are not included within a curtain wall system, an inset of at least two to three inches within each wall is required. The applicant is responsible for complying with this section of the UDC, when applicable.

RECOMMENDATIONS:

1. Staff recommends conceptual approval of item #1, the construction of a 3-story retail structure to feature 2 stories above street level and 1 level at river level based on findings 1a through 1e with the following stipulations:
 - i. That traditional structural bays be introduced on the river façade to break up expanses of glass based on finding 1b. Structural bays should be articulated or clad with traditional materials such as brick or stone.
 - ii. That all windows that are not part of a storefront system be recessed within wall openings at least two (2) inches, as noted in finding 1e.
 - iii. That a detailed lighting plan should be submitted for review and approval when returning to the Commission for final approval, as noted in finding 1f.
 - iv. That all service and mechanical equipment be screened from view from the right of way, and that the project comply with city noise ordinances, as noted in finding 1g.
 2. Staff recommends conceptual approval of item #2, the construction of a 29-story structure to feature residential and retail space based on findings 2a through 2h with the following stipulations:
 - i. That a distinctive, architectural building top be further enhanced through additional articulation or variation based on finding 2c.
 - ii. That the applicant study additional variation in building massing, as noted in finding 2f, such as introducing additional tiers that allow the tower to become more slender as it ascends, or by introducing more varied massing that provides relief in scale.
 - iii. That all windows that are not part of a storefront system be recessed within wall openings at least two (2) inches, as noted in finding 2h.
- Staff recommends additional stipulations relating to site design and the overall development:
- i. That additional design elements be incorporated to ensure safe pedestrian interactions such as the incorporation of an additional traffic median to the immediate left of the valet drop off within the building footprint as noted in finding e. Landscaping, planters, and special paving treatments should be introduced to enhance the pedestrian experience.
 - ii. That a detailed lighting plan should be submitted for review and approval when returning to the Commission for final approval, as noted in finding i.

- iii. That all service and mechanical equipment be screened from view from the right of way, and that the project comply with city noise ordinances, as noted in finding k.
- iv. ARCHAEOLOGY – An archaeological investigation is required. HABS level documentation, laser scanning, archival research, and signage of the acequia is required, per the Texas Historical Commission letter. The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology, as applicable.

PUBLIC COMMENT:

Matt Brown, Peter French, Eddie Romero, Dr. Dennis Jetson, Mark Jetson, and Lisa Nonguesser- support the case. Robert Buchannon, Roslyn Cogburg, Conservation Society of San Antonio, Elizabeth, Dr. Paultin, Mark Scravatz, Mari Jimenez, Patti Zaiantz, Patricia Sidenberger, Diane Holden-Jones, Kathy Rhodes, and Margaret Presmeyer- concerns about the design and oppose the case.

1st MOTION: Commissioner Grube moved for conceptual approve with staff stipulations.
Commissioner Velasquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: MOTION PASSED with 8 AYES. 0 NAY. 3 ABSENT.

2nd MOTION: Commissioner Savino moved to amend the main motion for item 2 to add stipulation 4 that applicant study additional means to reduce building height.
Commissioner Cervantes seconded the motion.

VOTE: AYE: Gibbs, Savino, and Cervantes.
NAY: Velasquez, Mazuca, Carpenter, Grube, and Fetzer.
ABSENT: Fish, Morales, and Laffoon.

ACTION: MOTION FAILED with 3 AYES. 5 NAY. 3 ABSENT.

ITEM 5. HDRC NO. 2022-512
ADDRESS: 729 N PINE ST
APPLICANT: Pete Sanchez

REQUEST:
The applicant is requesting a Certificate of Appropriateness for approval to install a four-foot-tall, gothic cedar picket fence to wrap around the front yard and install two (2) pedestrian gates.

FINDINGS:

- a. The structure located at 729 N Pine was constructed circa 1912. The two-story, multi-family property features a shingled roof, front porch, wood lapped siding, and sashed wood windows with a decorative windows features. The primary structure first appears on the 1912 Sanborn map is contributing to the Dignowity Hill Historic District.
- b. FENCE INSTALLATION – The applicant has proposed to install a wood, front yard fence featuring four feet in height and two pedestrian gates. Per the site plan, the proposed fence will not cross the driveway. The Guidelines for Site Elements note that new fences and walls should appear similar to those used historically within the district in terms of their scale, transparency, and character. The Guidelines note that fences within front yards should not exceed four feet in height and that privacy fences should be set back from the front façade. Staff finds that the proposed height of the fencing within the front yard to be appropriate. Staff finds the installation of front yard fencing to be appropriate.

RECOMMENDATIONS:

Staff recommends approval of the front yard fence installation and two pedestrian gates, as submitted, based on finding b.

PUBLIC COMMENT:

None.

1st MOTION: Commissioner Savino moved to deny application.

The motion was not seconded.

2nd MOTION: Commissioner Grube moved to approve with staff stipulations.

Commissioner Cervantes seconded the motion.

VOTE:

AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.

NAY: None.

ABSENT: Fish, Morales, and Laffoon.

ACTION:

MOTION PASSED with 8 AYES. 0 NAY. 3 ABSENT.

ITEM 6.

HDRC NO. 2022-503

ADDRESS: 302 RIDDLE ST

APPLICANT: Luis Ocura/City of San Antonio – Public Works Department

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval for a sidewalk project on the southeast side of Riddle St accompanied by ADA ramps on the intersections of Devine and Sadie.

FINDINGS:

- a. **SIDEWALK INSTALLATION** – The applicant has proposed to install sidewalks along the southeast side of Riddle Street between Callaghan and Sadie with ADA ramps on Devine and Sadie. The applicant has provided sidewalk dimensions from the existing curbing at this time. The Guideline 5.A.iii for Site Elements states that the installation of new sidewalks should follow the historic alignment, configuration, and width of sidewalks and walkways. Additionally, the Guidelines note that the historic width or alignment of sidewalks should only be altered where absolutely necessary to accommodate the preservation of a significant tree. Additionally, Guideline 5.C.i for Site Elements states that historic curbing should be retained wherever possible. Historic curbing in San Antonio is typically constructed of concrete with a curved or angular profile. Staff finds the proposed scope of work to be appropriate.
- b. **DRIVEWAY APPROACH INSTALLATION** – The applicant has proposed to install a driveway approach along the project area. The Historic Design Guidelines for Site Elements state that the width and configuration of original curb cuts should be maintained when replacing historic driveways. The introduction of new curb cuts were not historically found should be avoided. New driveway approaches installed where a historic ribbon driveway exists should tie into the existing ribbon driveway and not feature full-width penetration; the historic ribbon configuration must be maintained. Any new driveway approaches installed should not exceed 10 feet in width, approaches requested for additional width require additional review. Staff finds that any modifications to existing driveway approach widths or material will require additional review.
- c. **ADA RAMP INSTALLATION** – The applicant has proposed to install ADA ramps at the corners of Devine and Riddle Street, and Sadie and Riddle St. Guideline 8.C.iii for Site Elements states that new ADA curb cuts on historic sidewalks should be installed to be consistent with the existing sidewalk color and texture while minimizing damage to the historic sidewalk.

RECOMMENDATIONS:

Staff recommends approval as submitted based on finding a. Any tree removal must be correlated with the city arborist.

PUBLIC COMMENT: None.

MOTION: Commissioner Savino moved to approve with staff stipulations and include driveway curb before issuing COA.
Commissioner Carpenter seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **The MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 8. HDRC NO. 2022-498
ADDRESS: 234 CLUB DR
APPLICANT: Adan Ochoa/AO Design, LLC

REQUEST:
The applicant is requesting a Certificate of Appropriateness for approval to deconstruct the existing rear accessory structure and construct a new 1-story rear accessory structure.

FINDINGS:

- a. The primary structure located at 234 Club is a 1-story, single-family residence constructed circa 1930. The property first appears on the 1934 Sanborn Map. The home features a cross gable composition shingle roof with three front gables, brick cladding, a stucco porch entry, arched openings, and one-over-one windows. The property features a 1-story rear accessory structure that is rectangular in plan and features an L-shaped addition. The rear accessory structure features a side gable composition shingle roof, original wood siding, vertical replacement siding, aluminum windows, and solid entry doors. The original portion of the rear accessory structures first appears in its current location and footprint on the 1934 Sanborn Map. The property is contributing to the Monticello Park Historic District.
- b. DECONSTRUCTION – The applicant is requesting approval to deconstruct the rear accessory structure only. The applicant has proposed to deconstruct the rear accessory structure and construct a new rear accessory structure in a smaller footprint using materials salvaged from the existing structure. In general, accessory structures contribute to the character of historic properties and the historical development pattern within a historic district.
- c. SITE VISIT – Staff conducted a site visit on October 6, 2022. Staff observed that the rear accessory structure showed signs of significant deterioration in the foundation, roof structure, and cladding material. The original portion of the structure features wood siding and framing that is eligible to be salvaged.
- d. CONTRIBUTING STATUS – The existing rear accessory structure is a 1-story structure that was likely constructed at the same time as the primary structure. The original rear accessory structure appears on the 1934 Sanborn Map in the same location as existing. The original structure has been modified and additions have been constructed over time. A modified rear accessory structure appears on the 1973 Historic Aerial Map. The structure is contributing to the district. The applicant has proposed to deconstruct the existing rear accessory structure. As noted in finding c, staff finds this structure to be contributing to the Monticello Park Historic District and finds its full demolition to be inappropriate; however, staff finds the deconstruction and the use of salvaged materials in the proposed new construction of a rear accessory structure with a footprint similar to the original historic accessory structure to be generally appropriate. Staff finds that if approved, the new construction should begin within 6 months of the deconstruction of the existing structure.
- e. SETBACKS & ORIENTATION – The applicant has proposed to construct a 1-story rear accessory structure. The proposed footprint of the rear accessory structure will total 906 square feet, compared to the existing 1,294-square-foot rear accessory structure. According to the Guidelines for New Construction, the orientation of new construction should be consistent with the historic examples found on the block. The applicant has proposed to orient the proposed reconstructed rear accessory structure facing Club Drive to the north, which reflects the orientation of the historic structure currently on the site. The applicant has proposed to set the reconstructed garage along the rear property line with a 5-foot setback from the east property line. The existing structure is currently located on the rear property line with 2-foot side setback from the east property line and a 3-foot, six-

inch setback from the west property line. Staff finds the setback and orientation appropriate and consistent with the original portion of the existing accessory structure.

- f. **FOOTPRINT** – The applicant has proposed a footprint of approximately 906 square feet for the accessory structure. According to the Historic Design Guidelines, new construction should be consistent with adjacent historic buildings in terms of the building to lot ratio. Additionally, Guideline 2.D.i for New Construction states that the building footprint for new construction should be limited to no more than 50 percent of the total lot area. The proposed rear accessory structure will reduce the lot coverage by approximately 300 square feet. Staff finds the proposal generally appropriate but finds that the applicant should submit the total percentage of lot coverage to staff for review.
- g. **ROOF FORM** – The applicant has proposed a side gable roof form with a front gable porch roof. Guideline 2.B.i for New Construction states that new construction should incorporate roof forms – pitch, overhangs, and orientation – that are consistent with those predominantly found on the block. The roof form on the existing rear accessory structure is a side gable roof form, the primary structure features a cross gable and hip roof form with three front gables on the front elevation. Staff finds the proposal appropriate.
- h. **MATERIALS** – The applicant has proposed to construct the rear accessory structure using wood salvaged from the existing rear accessory structure and installing a composition shingle roof, hardiplank siding, and Anderson 100 series windows. Guideline 3.A.i for New Construction states that applicants should use materials that complement the type, color, and texture of materials traditionally found in the district. Materials should not be so dissimilar as to distract from the historic interpretation of the district. For example, corrugated metal siding would not be appropriate for a new structure in a district comprised of homes with wood siding. Additionally, Guideline 3.B. states that salvaged materials should be incorporated where possible within the context of the overall design of the new structure. Staff finds that the applicant should salvage the existing wood siding and clad the new accessory structure in the salvaged material and new siding to match.
- i. **MATERIALS: DOORS AND WINDOWS** – The applicant has proposed to install Anderson 100 Series Fibrex composite gliding and single hung windows and a solid wood Arts and Crafts door. The windows on the existing rear accessory structure are non-original aluminum windows that are not appropriate for the new construction. Staff's standard window specifications state that fully wood or aluminum-clad windows are most appropriate, and the windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. An alternative window material may be proposed, provided that the window features meeting rails that are no taller than 1.25" and stiles no wider than 2.25". White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or be concealed by a wood window screen set within the opening. Staff finds that new windows that meet staff's standard window stipulations are appropriate.
- j. **RELATIONSHIP OF SOLIDS TO VOIDS** – Guideline 2.C.i for New Construction stipulates that new construction should incorporate window and door openings with a similar proportion of wall to window space as typical with nearby historic facades. Windows, doors, porches, entryways, dormers, bays, and pediments shall be considered similar if they are no larger than 25% in size and vary no more than 10% in height to width ratio from adjacent historic facades. Guideline 5.A.iv for New Construction states that window and door openings should be designed to be similar to those found on historic garages or outbuildings in the district or on the principle historic structure in terms of their spacing and proportions. The applicant has submitted drawings of the proposed new rear accessory structure that feature four (4) windows with traditional window proportions on the front façade and one (1) narrow window on the west elevation. The applicant has not proposed fenestration on the rear elevation, facing the alley. The elevation drawing for the east elevation does not feature fenestration; however, a window is shown on the east elevation of the site plan. The Historic Design Guidelines for New Construction state that no new façade should exceed 40 linear feet without being penetrated by windows, entryways, or other defined bays. The rear elevation is 35 linear feet and the side elevations are less than 26 linear feet. Staff finds that the applicant should install a window of traditional proportions on the west elevation in lieu of the proposed glider window.

- k. **ARCHITECTURAL DETAILS** – New structures should be designed to reflect their time while representing the historic context of the district. Additionally, architectural details should be complementary in nature and should not detract from nearby historic structures. Staff finds the proposal appropriate.

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

- i. That the construction of the new rear accessory structure commences within 6 months of the deconstruction of the existing rear accessory structure based on finding d.
- ii. That the existing structure is deconstructed versus demolished and that the existing siding is salvaged where possible to be reused in the new construction based on finding h. Any new siding installed should match the salvaged siding in material, profile, dimension, and finish.
- iii. That the applicant submits the total percentage of lot coverage to staff for review based in finding f.
- iv. That the applicant installs windows that meet staff’s standard window specifications and submits final window specifications to staff for review and approval prior to the issuance of a Certificate of Appropriateness. Windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. An alternative window material may be proposed, provided that the window features meeting rails that are no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or be concealed by a wood window screen set within the opening. Faux divided lites are not permitted.
- v. That the applicant updates the fenestration to feature a window of traditional proportions on the west elevation in lieu of the proposed glider window based on finding j. The applicant must submit updated elevation drawings to staff for review and approval.

PUBLIC COMMENT: Bianca Maldonado- MPNA- requests that applicant consider alternations to existing pattern of the case. supports staff stipulations- added stipulations Hardy plank on ADU be maximum of 6 ins in keeping with architectural style, that the AC compressor be moved to the side of the ADU not visible from driveway, color of the roof on the casita match main home and a 3 tap dimension roof , that the clarification of the door specification to submit to staff before final approval.

MOTION: Commissioner Savino moved to approve with staff stipulations and include added stipulations that the hardy plank on ADU be maximum of 6 ins in keeping with architectural style, that the AC compressor be moved to the side of the ADU not visible from driveway, color of the roof on the casita match main home and a 3 tap dimension roof, that the clarification of the door specification to submit to staff before final approval.
Commissioner Carpenter seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT**

ITEM 12. HDRC NO. 2022-402
ADDRESS: 918 DAWSON ST
APPLICANT: Evelyn Ramirez/HAWKINS JAMES C

REQUEST: The applicant is requesting a Certificate of Appropriateness for approval to:
1. Construct a 2-story residential structure at the front of the lot addressed at 918 Dawson, to the immediate east of the 2-story, historic structure on the lot. The proposed new construction will feature frontage to Dawson Street.

2. Construct a 2-story residential structure at the rear of the lot addressed at 918 Dawson. The proposed new construction will feature frontage to Florence Street.
3. Perform exterior modifications to the existing, rear accessory structure including modifying the fenestration profile on the east façade, removing one existing garage door opening on the south façade, and removing one existing window opening on the west façade.
4. Construct a 2-story addition to the rear of the existing, detached accessory structure at the southern end of the lot.

FINDINGS:

General findings:

- a. The applicant is requesting a Certificate of Appropriateness for approval to construct two, 2-story residential structures on the lot addressed as 918 Dawson. The applicant has also proposed to construct a 2-story addition to the rear of the existing, detached accessory structure at the rear of the lot. Florence Street is the public right of way to the south of the property.
- b. **CONTEXT & DEVELOPMENT PATTERN** – This lot features frontage to Dawson Street to the north and Florence Street to the south. Florence Street to the south features rear accessory structures and one, primary residential structure that was constructed in 2021. The historic structure addressed as 918 Dawson is a 2-story. There is one, 2-story structure in the rear of a yard with Florence Street access.
- c. **EXISTING LOT** – This lot features the 2-story, historic structure and a 1-story, rear accessory structure. The historic structure was constructed circa 1905 and is found on the 1912 Sanborn Map. The current, rear accessory structure is found on the 1951 Sanborn Map. Both the primary and rear accessory structures have been modified from their original form.
- d. **LOT COVERAGE** – The existing lot features 14,499 square feet. The existing structures on site total approximately 2,000 square feet. The applicant has proposed to introduce approximately 2,730 additional square feet. The proposed lot coverage is consistent with the Guidelines.
- e. **PREVIOUS REVIEW** – A request by the applicant for the construction of a rear, 2-story residential structure, an addition to the existing, rear accessory structure, and exterior modifications to the rear accessory structure was reviewed by the Historic and Design Review Commission on August 17, 2022. At that hearing, the request was referred to the Design Review Committee.
- f. **DESIGN REVIEW COMMITTEE** – This request was reviewed by the Design Review Committee on August 23, 2022. At that meeting, Committee members commented on the proposed massing, architectural design, lot coverage and platting/zoning elements. A revised proposal was reviewed by the Design Review Committee on October 12, 2022. At that meeting, Committee members noted concerns regarding lot coverage, the proposed driveway from Dawson Street, on site parking, and building massing. The Committee recommended the applicant address these items.
- g. **UNIQUE DESIGN** – While many historic structures within the Dignowity Hill Historic District feature similar massing and architectural forms, historic structures are visually different from each other. The applicant has proposed to construct two, 2-story residential structures that feature similar forms, fenestration patterns, and architectural details. Staff finds that the applicant should work to differentiate the two structures through varying siding profiles, fenestration patterns, and roof forms.

Findings related to request item #1:

- 1a. The applicant is requesting a Certificate of Appropriateness for approval to construct a 2-story residential structure at the front of the lot addressed at 918 Dawson, to the immediate east of the 2-story, historic structure on the lot. The proposed new construction will feature frontage to Dawson Street. The construction of this structure will require the removal of a substantial pecan tree.
- 1b. **SETBACKS** – According to the Guidelines for New Construction, the front facades of new buildings are to align with front facades of adjacent buildings where a consistent setback has been established along the street frontage. Additionally, the orientation of new construction should be consistent with the historic examples found on the block. Per the submitted site plan, the applicant has proposed a front setback that is equal to the adjacent, 2-story historic structure. The existing, 2-story structure at 918 Dawson features a setback that is deeper than all of the existing, historic structures on the block. Generally, staff finds the proposed setback to be appropriate and consistent with the Guidelines. Staff finds that an increased setback from Dawson Street may reduce the structure's perceived massing.
- 1c. **SETBACKS & BUILDING SPACING** – The applicant has proposed a driveway to separate the proposed new construction from the east property line, resulting in a building width of 17' – 6" and a separation of

only 6' – 6" from the historic structure on the lot. While historic structures on this block feature side setbacks that are less than typically found within the district, staff does not find a separation of only 6' – 6" to be appropriate.

- 1d. SCALE & MASS – Per the Guidelines for New Construction 2.A.i., a height and massing similar to historic structures in the vicinity of the proposed new construction should be used. In residential districts, the height and scale of new construction should not exceed that of the majority of historic buildings by more than one-story. This block of Dawson features five historic structures; one of which features two stories in height, which is located on this lot. The applicant has proposed an overall height of approximately twenty-five (25) feet in height. Generally, staff finds a proposal for two stories in height to be consistent with the Guidelines; however, as noted in finding 1b, an increased setback may result in a decrease in perceived massing from Dawson Street.
- 1e. FOUNDATION & FLOOR HEIGHTS – According to the Guidelines for New Construction 2.A.iii., foundation and floor heights should be aligned within one (1) foot of neighboring structure's foundation and floor heights. Historic structures on this block feature foundation heights of approximately one (1) to two (2) feet in height. At this time the applicant has not specified a foundation height. Staff finds that a foundation height of at least one (1) foot should be incorporated into the design to be consistent with the Guidelines.
- 1f. ENTRANCES – According to the Guidelines for New Construction 1.B.i., primary building entrances should be oriented towards the primary street. The applicant's proposed entrance orientation is consistent with the Guidelines.
- 1g. ROOF FORM – The applicant has proposed a primary roof form that features both hipped and gabled forms. Both hipped and gabled roofs are found historically within the Dignowity Hill Historic District. Staff finds the proposed roof form to be appropriate and consistent with the Guidelines.
- 1h. PORCH DESIGN – The applicant has proposed a double-height, front porch element that is incorporated into the massing of the proposed new construction. The proposed porch features porch columns and porch railings. Generally, staff finds the proposed porch design to be appropriate.
- 1i. WINDOW & DOOR OPENINGS – The applicant has proposed window and door openings that are generally consistent with those found historically within the Dignowity Hill Historic District in regards to their size; however, staff finds that the applicant has both the east and west facades to feature expanses that are relatively void of fenestration and façade separation. Staff finds that additional window openings should be added to both side facades.
- 1j. MATERIALS – The applicant has proposed materials that include wood lap siding, composite trim, and a composition shingle roof. Generally, staff finds the proposed materials to be appropriate and consistent with the Guidelines.
- 1k. WINDOW MATERIALS – The applicant has not specified window materials at this time. Staff finds that the applicant should install wood or aluminum clad wood windows that are consistent with staff's standards for windows in new construction.
- 1l. ARCHITECTURAL DETAILS – As noted in the above findings, staff finds that the applicant should explore an increased setback to reduce the perceived massing from Dawson Street. Additionally, as noted in finding 1i, staff finds that additional fenestration should be added to both the east and west facades.
- 1m. DRIVEWAY – The applicant has proposed a driveway to the east of the proposed new construction with vehicular access from Dawson Street. The Guidelines for Site Elements 5. B. notes that driveways should feature materials, widths, and designs that are consistent with those found historically within the district. Additionally, the Guidelines note that curb cuts should not be introduced where they are not historically found. This block of Dawson does not feature curb cuts or driveways, as vehicles access each lot from the rear, on Florence Street.

Findings related to request item #2:

- 2a. The applicant is requesting a Certificate of Appropriateness for approval to construct a 2-story residential structure at the rear of the lot addressed at 918 Dawson. The proposed new construction will feature frontage to Florence Street.
- 2b. SETBACKS – The applicant has proposed a setback on Florence Street that is greater than the existing setback of the 1-story accessory structure. The existing accessory structure on site features a setback that is generally consistent with those found historically on the block. Generally, staff finds that a proposed setback that is greater than that found historically on Florence Street is appropriate.

- 2c. SCALE & MASS – Per the Guidelines for New Construction 2.A.i., a height and massing similar to historic structures in the vicinity of the proposed new construction should be used. In residential districts, the height and scale of new construction should not exceed that of the majority of historic buildings by more than one-story. As noted in finding c, the primary, historic structure on this lot features 2-stories in height. The applicant has proposed for 2-stories in height, and an overall height of approximately twenty-eight (28) feet in height. Generally, staff finds a massing of 2-stories in height to be appropriate; however, staff finds that the applicant should explore ways to decrease massing, when possible.
- 2d. ENTRANCES – According to the Guidelines for New Construction 1.B.i., primary building entrances should be oriented towards the primary street. The applicant’s proposed entrance orientation is consistent with the Guidelines.
- 2e. FOUNDATION & FLOOR HEIGHTS – Per the Guidelines for New Construction 2.A.iii., applicants should align foundation and floor-to-floor heights within one foot of floor-to-floor heights on adjacent historic structures. The applicant has noted a foundation height of 1’ – 6”. Staff finds the proposed foundation height to be appropriate and consistent with the Guidelines.
- 2f. ROOF FORM – The applicant has proposed a primary roof form that features both hipped and gabled forms. Both hipped and gabled roofs are found historically within the Dignowity Hill Historic District. Staff finds the proposed roof form to be appropriate and consistent with the Guidelines.
- 2g. PORCH DESIGN – The applicant has proposed a double-height, front porch element that is incorporated into the massing of the proposed new construction. The proposed porch features porch columns and porch railings. Generally, staff finds the proposed porch design to be appropriate.
- 2h. WINDOW & DOOR OPENINGS – The applicant has proposed window and door openings that are generally consistent with those found historically within the Dignowity Hill Historic District in regards to their size; however, staff finds that the applicant has both the east and west facades to feature expanses that are relatively void of fenestration and façade separation. Staff finds that additional window openings should be added to both side facades.
- 2i. MATERIALS – The applicant has proposed materials that include wood lap siding, composite trim, and a composition shingle roof. Generally, staff finds the proposed materials to be appropriate and consistent with the Guidelines.
- 2j. WINDOW MATERIALS – The applicant has not specified window materials at this time. Staff finds that the applicant should install wood or aluminum clad wood windows that are consistent with staff’s standards for windows in new construction.
- 2k. ARCHITECTURAL DETAILS – As noted in the above findings, staff finds that additional fenestration should be added to the east and west facades.
- 2l. DRIVEWAY – The applicant has proposed to install a driveway to the east of the proposed new construction. The Guidelines for Site Elements 5. B. notes that driveways should feature materials, widths, and designs that are consistent with those found historically within the district. Generally, staff finds the proposed driveway to be appropriate; however, staff finds that the proposed driveway should not exceed ten (10) feet in width.

Findings related to request item #3:

- 3a. The applicant has proposed to perform exterior modifications to the existing, rear accessory structure including modifying the fenestration profile on the east façade, removing one existing garage door opening on the south façade, and removing one existing window opening on the west façade. Generally, staff finds the slight fenestration modifications on the east and south facades to be appropriate as they are in keeping with the architectural style of the structure and allow the structure to continue to read as a rear garage; however, staff finds that the one existing window opening on the west façade should remain to prevent that façade from being void of fenestration. Staff finds the proposed new, garage door to be appropriate as well as the proposed pedestrian door.

Findings related to request item #4:

- 4b. REAR ADDITION– The Guidelines for Additions 1.A. notes that additions should be sited to minimize view from the public right of way, should be designed to be in keeping with the existing, historic context of the block, should feature similar roof forms, and should feature a transition to differentiate the new addition from the historic structure. Additionally, the Guidelines for Additions 1.B notes that additions should be subordinate to the principal façade of the historic structure, should feature a footprint that responds to the size of the lot, and should feature an overall height that is generally consistent with that of the historic

structure. Staff does not find the proposed 2-story addition to the existing, rear accessory structure to be consistent with the Guidelines. Staff finds that a 1-story addition would be more appropriate.

- 4c. REAR ADDITION (Materials) – The applicant has proposed to install wood siding, a composite shingle roof, a metal guardrail and one over one windows. Staff finds that the applicant should provide additional information regarding the proposed siding’s profile. Additionally, staff finds that the proposed railings should incorporate wood elements to relate to historic, wood railings within the district.
- 4d. WINDOW MATERIALS – The applicant has not specified window materials at this time. Staff finds that the applicant should install wood or aluminum clad wood windows that are consistent with staff’s standards for windows in new construction.
- 4e. ROOF FORM – The applicant has proposed for the rear addition to feature a front facing gabled roof. Generally, staff finds the proposed roof form to be appropriate.
- 4f. ARCHITECTURAL DETAILS – Generally, staff finds the proposed window openings and architectural details to be appropriate; however, as noted in finding 4b, staff finds that the proposed rear addition should be reduced in massing to be consistent with the Guidelines. Additionally, staff finds that additional window openings should be added to west façade.

RECOMMENDATIONS:

1. Staff does not recommend approval of item #1, the construction of a 2-story residential structure fronting Dawson Street based on finding 1c. As proposed, the new construction would create both lot coverage and building spacing conditions that are inconsistent with those found historically within the district. Staff also recommends the applicant address the following items:

- i. That the applicant study increasing the front setback to decrease the perceived massing from Dawson Street, as noted in finding 1b.
- ii. That the applicant incorporate a foundation height of at least one (1) foot, as noted in finding 1e.
- iii. That additional fenestration be added to both the east and west facades, as noted in finding 1i.
- iv. That wood or aluminum clad wood windows that are consistent with staff’s standards for windows in new construction be installed, as noted in finding 1k and in the applicable citations.
- v. That the proposed driveway that features access from Dawson Street be eliminated, as noted in finding 1m.

2. Staff recommends approval of item #2, the construction of a 2-story residential structure fronting Florence Street based on findings 2a through 2l with the following stipulations.

- i. That the applicant explore ways to decrease the overall massing (height) as noted in finding 2c.
- ii. That wood or aluminum clad wood windows that are consistent with staff’s standards for windows in new construction be installed, as noted in finding 2j and in the applicable citations.
- iii. That additional fenestration be added to both the east and west facades, as noted in finding 2h.
- iv. That the propose driveway with access to Florence Alley not exceed ten (10) feet in width, as noted in finding 2l.

3. Staff recommends approval of item #3, exterior modifications to the rear accessory structure based on finding 3a with the following stipulations:

- i. That the applicant submit product specifications for the proposed garage door and pedestrian door. Staff recommends that both be wood.
- ii. That the applicant retain the one, existing window opening on the west façade.

4. Staff does not recommend approval of item #4, the construction of a 2-story addition to the existing, rear accessory structure. Staff recommends the applicant modify the massing to feature either a 1-story addition or an addition of reduced height. Additionally, staff recommends the applicant adhere to the following:

- i. That wood or aluminum clad wood windows that are consistent with staff’s standards for windows in new construction be installed, as noted in finding 4d and in the applicable citations.
- ii. That additional window openings be added to the west façade, as noted in finding 4f.
- iii. That the applicant explore a reduction in overall height, as noted in finding 4b.

PUBLIC COMMENT: Chetney, Heather O’neil, Shawn O’neil, Schell Patel, Ann Polermo, and Valerie Cortez- on Behalf of Dignowity Hill Neighbors- oppose case. Megan Cornia- support the case.

1st MOTION: Commissioner Grube moved to deny item 1; and, approve item 2 and 3 with staff stipulations; and deny item 4. Added stipulation from Florence 1 driveway opening of 10 feet for both lots.

Commissioner Carpenter seconded the motion.

VOTE: AYE: Gibbs, Savino, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: Velasquez.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **The MOTION PASSED with 7 AYES. 1 NAYS. 3 ABSENT.**

2nd MOTION: Commissioner Savino move to amend the main motion that item 2 be conceptually approved and return to DRC.
Commissioner Grube seconded the motion.

VOTE: AYE: Gibbs, Savino, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: Velasquez.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **The MOTION PASSED with 7 AYES. 1 NAYS. 3 ABSENT.**

ITEM 14. HDRC NO. 2022-499
ADDRESS: 2004 MONTEREY ST
APPLICANT: Natalia Quesada

REQUEST:

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

1. Cover the existing, concrete porch deck with a new wood porch deck.
2. Modify the original front door opening to be a window opening.
3. Replace existing windows with aluminum windows.
4. Replace existing doors with new doors.
5. Install a gravel walkway from a side door to proposed side yard parking
6. Install on site parking behind the structure and within the side yard.

FINDINGS:

- a. The historic structure at 2004 Monterey was constructed circa 1910 and is found on the 1912 Sanborn Map. The structure features Folk Victorian architectural elements and is an individually designated landmark. This landmark was approved by City Council Ordinance 101214 on August 25, 2002.
- b. EXISTING CONDITION – The structure has been modified in numerous forms since its construction. Some windows have been replaced and many of the structure’s original forms have been modified, including the front porch. Existing rear additions are also present.
- c. VIOLATION – Office of Historic Preservation staff performed a site visit on August 29, 2022, and issued a Stop Work Order for unapproved foundation replacement, roof replacement, window and door removal and exterior modifications.
- d. PREVIOUS APPROVAL – An administrative Certificate of Appropriateness has been issued for approval to repair the structure’s foundation and install porch skirting, siding repair, roof replacement, and window repair.
- e. PORCH DECKING – The existing porch no longer features a porch roof. The existing, concrete porch deck features significant deterioration and has been proposed to be replaced. The applicant has proposed to cover the existing, concrete deck with a new, wood deck. Generally, staff finds the porch should be replaced. Staff finds that complete construction documents should be submitted that note decking heights and specific materials. Staff finds that 1x3 tongue and groove decking should be installed, perpendicular to the front façade. Additionally, staff finds that the proposed porch skirting should match the siding of the house.
- f. FRONT DOOR OPENING – The applicant has proposed to modify the original, street facing front door opening to be a window opening. The Guidelines for Exterior Maintenance and Alterations 6.A.i. notes that existing window and door openings should be preserved. Staff finds that the existing, front door opening should be preserved. Additionally, staff finds that all existing door elements, including transom and side lite windows should be preserved.

- g. WINDOW REPLACEMENT – The structure currently features a mixture of window profiles and materials. Original, one over one wood windows currently exist, as well as various aluminum and vinyl windows. Staff finds that all wood windows should be retained and repaired. The replacement of non-original, aluminum and vinyl windows are appropriate provided a window is installed that is consistent with staff’s standards for replacement windows. Staff urges the applicant to consider restoring all window openings to their original profile.
- h. DOOR REPLACEMENT – The applicant has proposed to replace the existing doors with new, Craftsman style doors. The Guidelines for Exterior Maintenance and Alterations 6.A.i. notes that historic doors should be preserved. Where original doors are no longer in place, replacement doors should match the original in size, material and profile. Staff finds that doors complementary to the Folk Victorian style should be installed. The doors should be wood.
- i. GRAVEL WALKWAY – The applicant has proposed to install a gravel walkway leading from the side entrance to the side property line. Generally, staff finds this gravel sidewalk to be appropriate; however, the proposed sidewalk should not exceed four (4) feet in width.
- j. PARKING – The applicant has proposed to install gravel parking on site behind the structure and within the side yard. The Guidelines for Site Elements 7.A.ii., off-street parking areas should not be added within the front yard setbacks as to not disrupt the continuity of the streetscape. Staff finds that parking should be located at the rear of the historic structure. Staff does not find the proposed side yard parking to be appropriate.

RECOMMENDATIONS:

1. Staff recommends approval of item #1, the construction of a wood porch deck with the following stipulations:
 - i. That complete construction documents be submitted that note decking heights and specific materials. These documents should include dimensioned floor plans and elevations.
 - ii. That 1x3 tongue and groove decking should be installed, perpendicular to the front façade.
 - iii. That porch skirting match the siding of the house.
 - iv. That the applicant consider removing the non-original concrete porch rather than simply constructing a wood porch on top.
 - v. That the applicant submit specifications for porch steps to include materials and dimensions.
2. Staff does not recommend approval of item #2, the modification to the original, street facing front door, as noted in finding f. Staff recommends that this opening be preserved and that all elements including the transom and side lites be preserved.
3. Staff recommends approval of item #3, window replacement, with the following stipulations:
 - i. That all wood windows are repaired.
 - ii. That all replacement windows be consistent with staff’s standards for replacement windows, as noted in finding g and the applicable citations.
 Staff urges the applicant to consider restoring all window openings to their original profile.
4. Staff recommends approval of item #4, door replacement, with the stipulation that all replacement doors be wood and feature Folk Victorian profiles and detailing. Any existing, wood doors should be retained and repaired.
5. Staff recommends approval of item #5, the installation of a side yard walkway, based on finding i, with the stipulation that the walkway not exceed four (4) feet in width.
6. Staff recommends approval of item #6, the installation of site parking, based on finding j with the following stipulations:
 - i. That all parking be located at or behind the side facing gabled roof (that faces S Sabinas).
 - ii. That all parking feature pervious paving.
 - iii. That all parking be screened from view from the right of way. Parking should be screened by fencing or landscaping elements. These elements are to be submitted to OHP staff for review and approval.

PUBLIC COMMENT: None.

MOTION: Commissioner Grube moved to approve with item 1, 3, 4 and 5 with staff stipulations. Denial of item 2.
Commissioner Cervantes seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 15. HDRC NO. 2022-486
ADDRESS: 209 W POPLAR ST
APPLICANT: xavier gonzalez/grg architecture

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to deconstruct the existing east elevation and reuse the materials to enclose the 2-story side porch.

FINDINGS:

- a. The primary structure located at 209 W Poplar is a 2-story, single-family structure constructed circa 1900. The structure features a composition shingle hip roof with front and side gables, a deep-set 2-story wraparound front porch with square columns, one-over-one wood windows, and wood cladding. The property first appears on the 1904 Sanborn Map with a porch in the existing configuration. The property is designated as an individual landmark.
- b. CASE HISTORY – The applicant previously requested to enclose the 2-story side porch with horizontal Hardie siding. The request was reviewed at the HDRC hearing on August 17, 2022. The request was denied. The applicant has returned with a modified proposal.
- c. PORCH ENCLOSURE – The applicant has proposed to deconstruct the existing east elevation and reuse the existing siding and windows to enclose the 2-story side porch. The existing 2-story front porch is original to the structure in its existing configuration. The applicant has proposed to retain the vertical trim piece and slightly inset the side porch enclosure from the front façade. The applicant has expressed that the porch enclosure is designed for reversibility and could be easily removed in the future. Guideline 7.B.i for Exterior Maintenance and Alterations states that applicants should refrain from enclosing front porches. Additionally, Guideline 7.B.v for Exterior Maintenance and Alterations recommends that porches are reconstructed based on accurate evidence of the original, such as photographs. The 1904 Sanborn Map shows that the existing footprint of the front façade and front porch is original to the structure. Staff finds the proposal inconsistent with the Guidelines.

RECOMMENDATIONS:

Staff does not recommend approval of enclosing the front porch and constructing a front façade addition based on findings a through c.

If the HDRC is compelled to approve the front porch enclosure, staff recommends the following stipulations:

- i. That the existing siding and windows are salvaged and re-used in the porch enclosure and the existing doors and transom window are salvaged and stored on site for future use based on finding c.
- ii. That any new windows installed are fully wood to match existing and feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. Meeting rails must be no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening. Faux divided lites are not permitted. The applicant is required to submit final window specifications and updated elevation drawings showing the placement of all proposed windows on the enclosed porch to staff for review and approval prior to the issuance of a Certificate of Appropriateness.

PUBLIC COMMENT:

Dan Hernandez, David Jordan, Christine Retarsic, Molly, Michael Villareal, Beth Walmac, Paul Nix, and Nora Bailey- support the case.

MOTION: Commissioner Velasquez moved to approve as submitted by applicant.
Commissioner Grube seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 16. HDRC NO. 2022-517
ADDRESS: 830 W COMMERCE ST
APPLICANT: Sue Ann Pemberton/Mainstreet Architects Inc

REQUEST:

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

1. Reconstruct the 1-story building on the east side of the structure with a second-story addition.
2. Construct a 3-story rear addition.
3. Install a new steel balcony and exterior staircase on the south (rear) elevation.

FINDINGS:

- a. The property at 830 W Commerce is commonly known as the Estrada Hardware Building. The structure is a 1- and 2-story brick commercial structure constructed circa 1910 and features decorative brick parapets, arched brick window surrounds, decorative wood window friezes, divided lite windows, a first-floor metal awning, transom windows, vertical wood siding at street level, commercial storefront windows and doors with security bars, and original blade signage. The property appears on the 1896 Sanborn Maps, but the building does not appear in its current configuration until the 1951 Sanborn Maps. The structure is contributing to the Cattleman Square Historic District.
- b. **CONCEPTUAL APPROVAL** – Conceptual approval is the review of general design ideas and principles (such as scale and setback). Specific design details reviewed at this stage are not binding and may only be approved through a Certificate of Appropriateness or final approval. This project received conceptual approval from the HDRC on November 17, 2021, with stipulations. The applicant returned to the HDRC for final approval on August 17, 2022, and received final approval with the following stipulations:
 - i. That the applicant submits a detailed architectural salvage plan detailing elements of the existing 1- story building that will be salvaged for re-use based on finding c. **This stipulation has NOT been met.**
 - ii. That the applicant provides dimensions for the total setback for the rear addition based on finding d. **The proposal has been modified and no longer features a setback.**
 - iii. That the applicant submits a demolition and architectural salvage plan detailing the proposal for material and window removal based on finding f. **This stipulation has NOT been met.**
 - iv. That the applicant submits final material specifications for fully wood windows and doors on the rear addition to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding i. Windows must be fully wood and should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. An alternative window material may be proposed, provided that the window features meeting rails that are no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or be concealed by a wood window screen set within the opening. Faux divided lites are not permitted. **This stipulation has NOT been met.**

The applicant has returned to the HDRC with a modified proposal and is requesting final approval of the proposed modifications.

- c. **RECONSTRUCTION** – The applicant has proposed to reconstruct the existing 1-story building on the east side of the 2-story structure. The applicant has proposed to use brick that matches the original masonry in size, color, and brick bond. Reconstruction is a preservation treatment per the Secretary of the Interior’s Standards for the Treatment of Historic Properties. An engineer’s letter submitted by the applicant indicates that the existing 1-story building is not structurally stable, and the north and south walls of the building are interlocked with the corners of the historic 2-story structure, causing damage to the corners of the 2-story structure. The engineer’s letter recommends the careful removal of the north and south walls to prevent further damage. The applicant previously received an administrative Certificate of Appropriateness to remove the rear wall of the 1-story structure to begin stabilization. The applicant must fully document the existing structure to ensure an accurate duplication of historic features and elements. The applicant has modified the previously approved proposal and has proposed to not reconstruct the existing roofline of the existing 1-story structure. Staff finds that the architectural details of the existing 1-story façade should be included in the reconstruction as previously proposed and that applicant should submit a detailed architectural salvage plan identifying any elements of the existing structure that can be salvaged for re-use to staff for review.
- d. **EAST ADDITION: MASSING** – The applicant has proposed to construct a 2-story addition to the east side of the property. The previous proposal featured a 3-story addition that featured 2 stories that were visible above the 1-story structure and was significantly setback from the front façade. The applicant has modified the proposal to feature a 2-story addition on the east side of the front façade that will replace the existing 1-story structure and will be flush with the front façade of the historic structure. The proposed 2-story portion of the addition will match the third-floor plate height of the 2-story structure but will feature a parapet cap that is taller than the historic structure. The applicant has proposed to construct a 3-story rear addition that will visible behind the newly proposed 2-story addition. According to Guideline 2.A.iv for Additions, additions should be designed to be subordinate to the principal façade of the original structure in terms of their scale and mass. Staff finds that without the significant setback from the front façade, the addition no longer appears subordinate to the historic structure. Staff finds that the applicant should reduce the overall massing of the proposed addition or site the addition significantly behind the front façade wall plane.
- e. **REAR ADDITION: MASSING** – The applicant has proposed to construct a 3-story rear addition that will extend 2 stories above the existing 1-story portion of the structure on the east side of the property. The proposed 3-story addition will feature a total height of 48’ and will be 1-story taller than the existing 2-story historic structure. The previous proposal featured a 3-story addition that was significantly setback from the front façade. The applicant has proposed to construct a 3-story rear addition that will visible behind the newly proposed 2-story addition. According to Guideline 2.A.iv for Additions, additions should be designed to be subordinate to the principal façade of the original structure in terms of their scale and mass. Staff finds that the 3-story addition is significantly setback from the front façade on the east side of the property and, therefore, the massing is appropriate, but that the applicant should provide the total setback dimension to staff for review.
- f. **ADDITIONS: MATERIALS** – The applicant has proposed to clad the proposed 2-story and 3-story addition in a masonry veneer to match the existing masonry in size, color, and brickwork pattern on the front façade with prefinished metal panel system cladding on the south (rear) and west elevations. Guideline 3.A.i for Additions states that materials that match in type, color, and texture and include an offset or reveal to distinguish the addition from the historic structure should be used whenever possible. Staff finds that the simplified details distinguish the addition from the historic structure and finds the proposed front façade material appropriate but finds that masonry veneer to match the existing masonry to be most appropriate for the south (rear) and west elevations.
- g. **ADDITIONS: WINDOW REMOVAL** – The applicant has proposed to install a 2-story east addition and 3-story rear addition. The proposed east and rear additions will require the removal of five (5) existing windows on the east elevation of the historic 2-story structure. Staff finds that the applicant should submit a demolition and architectural salvage plan detailing the proposal for material and window removal to staff for review.
- h. **ADDITIONS: NEW WINDOW SIZE AND PROPORTION** – The applicant has proposed to install storefront window systems on the front façade, south (rear), and west elevations of the east and rear additions. Staff’s standard window specifications state that new windows should feature traditional dimensions and proportions as found within the district. Guideline 2.C.ii for New Construction states that the primary façade of new commercial buildings should be in keeping with established patterns. Maintaining horizontal elements within

adjacent cap, middle, and base precedents will establish a consistent street wall through the alignment of horizontal parts. Staff finds that the applicant should propose windows of traditional proportions.

- i. **ADDITIONS: RELATIONSHIP OF SOLIDS TO VOIDS** – According to the Historic Design Guidelines, new construction should incorporate window and door openings with a similar proportion of wall to window space as typical with nearby historic facades. Windows, doors, porches, entryways, dormers, bays, and pediments shall be considered similar if they are no larger than 25% in size and vary no more than 10% in height to width ratio from adjacent historic facades. Avoid blank walls, particularly on elevations visible from the street. No new façade should exceed 40 linear feet without being penetrated by windows, entryways, or other defined bays. While the proposed east and rear additions do not feature fenestration on the east elevation, the historic 2-story building did not historically feature fenestration on the west elevation, establishing a precedent for the proposed east elevation. Staff finds the proposed fenestration pattern on the east elevation generally appropriate but finds that the applicant should propose a fenestration pattern featuring traditional proportions on the front façade and south (rear) and west elevations.
- j. **ADDITIONS: NEW WINDOW AND DOOR MATERIAL** – The applicant has proposed to install storefront door and windows systems on the front façade, south (rear), and west elevation of the 2-story east addition and 3-story rear addition. Guideline 3.B.i for Additions states that imitation or synthetic materials, such as vinyl siding, brick or simulated stone veneer, plastic, or other materials not compatible with the architectural style and materials of the original structure, may not be used. Fully wood windows are recommended and should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. An alternative window material may be proposed, provided that the window features meeting rails that are no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or be concealed by a wood window screen set within the opening. Faux grids are not permitted. Staff finds the proposal inconsistent with the Guidelines and finds that the applicant should submit material specifications for fully wood windows of traditional proportions to staff for review.
- k. **ADDITIONS: ARCHITECTURAL DETAILS** – The applicant has proposed to construct east and rear additions that are simplified in style. Guideline 4.A.ii for Additions recommends that applicants incorporate architectural details that are in keeping with the architectural style of the original structure. Details should be simple in design and compliment the character of the original structure. Architectural details that are more ornate or elaborate than those found on the original structure should not be used to avoid drawing undue attention to the addition. Staff finds the proposal for the second and third stories of the east and rear additions consistent with the Guidelines but finds that the first story of the east addition should feature architectural details in keeping with the existing 1-story front façade as previously proposed.
- l. **ROOFTOP ADDITION** – The applicant has modified the previous proposal to construct a rooftop addition to the 2-story historic structure and the previously proposed rooftop addition has been reduced so that the third story is limited to the addition only. The current proposal does not feature a rooftop addition or the installation of other structural elements on the roof of the 2-story historic structure. The 3-story rear addition includes a painted metal-framed canopy over the rear stairwell and the installation of painted tube steel railings with square mesh panels. Guideline 2.A.v for Additions states that applicants should distinguish additions as new without distracting from the original structure. For example, rooftop additions should be appropriately set back to minimize visibility from the public right-of-way. For side or rear additions utilize setbacks, a small change in detailing, or a recessed area at the seam of the historic structure and new addition to provide a clear visual distinction between old and new building forms. Staff finds the proposal to install storefront windows and a prefinished metal panel system on the third story portion of the rear addition that reads as a rooftop addition and is located behind the 2-story historic structure generally appropriate and finds that the applicant should submit final material specifications to staff for review.
- m. **STEEL BALCONY AND EXTERIOR STAIR INSTALLATION** – The applicant has proposed to install steel balconies and an exterior staircase on the south (rear) elevation. The applicant has expressed that the structure previously featured a rear balcony on the south elevation. According to Guideline 7.B.iv for Exterior Maintenance and Alterations, replacement elements, such as stairs, should be designed to be simple so as to not

detract from the historic character of the building. Do not add new elements and details that create a false historic appearance. Staff finds the materials and design appropriate for the commercial structure.

- n. **ADMINISTRATIVE APPROVAL** – The applicant has proposed to clean and repair the existing masonry cladding, repair and reconstruct the recessed building entrances, repair and reconstruct the building canopy, install appropriate window configurations, repair deteriorated wood elements, replace the existing roofing, install a rooftop terrace, and restore and reinstall the Sterling marquis. These scopes of work are eligible for administrative approval and do not require HDRC review.

RECOMMENDATIONS: Items 1 through 3, staff recommends approval based on findings a through n with the following stipulations:

- i. That the applicant incorporates the façade details of the existing 1-story structure, including the roofline and parapets, in the proposed reconstruction based on findings c and k and submits updated elevation drawings to staff for review and approval prior to the issuance of a Certificate of Appropriateness.
- ii. That the applicant submits a detailed architectural salvage plan detailing any elements of the existing 1-story building that will be salvaged for re-use based on finding c.
- iii. That the applicant reduces the overall massing of the proposed east side addition or sites the addition significantly behind the front façade wall plane based on finding d. The applicant is required to submit updated site plans and elevation drawings to staff for review and approval prior to the issuance of a Certificate of Appropriateness.
- iv. That the applicant submits the setback of the third story of the rear addition from the front façade to staff for review prior to the issuance of a Certificate of Appropriateness based on finding e.
- v. That the applicant updates the cladding material for the proposed south (rear) and west elevations of the rear addition to match the existing masonry veneer based on finding f and submits updated elevation drawings and final material specifications to staff for review and approval prior to the issuance of a Certificate of Appropriateness.
- vi. That the applicant submits a demolition and architectural salvage plan detailing the proposal for material and window removal based on finding g.
- vii. That the applicant proposes windows of traditional proportions and submits updated elevation drawings to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on findings h and i.
- viii. That the applicant submits final material specifications for the storefront window and door system of the third story of the rear addition to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding l.
- ix. That the applicant submits final material specifications for fully wood windows and doors on the rear addition to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding j. Windows must be fully wood and should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. An alternative window material may be proposed, provided that the window features meeting rails that are no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or be concealed by a wood window screen set within the opening. Faux divided lites are not permitted.

PUBLIC COMMENT: None.

MOTION: Commissioner Grube moved to approve with staff stipulations 1, 2, 6-8, and stipulation 9 as presented by applicant.
Commissioner Carpenter seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 17. HDRC NO. 2022-505
ADDRESS: 515 CLUB DR
APPLICANT: Gilbert Garza/Garza Design-Build LLC

REQUEST:

The applicant is requesting conceptual approval to construct an approximately 2,400-square-foot 1-story, single-family residential structure.

FINDINGS:

- a. The property at 515 Club is currently vacant and Historic Aerial Maps and the Sanborn Maps show that the property has been vacant since at least 1951, per the 1951 Sanborn Map. The block consists of 1-story and 2-story single-family residences. The lot at 515 Club is located beside a midcentury 1-story residential structure and a 2-story historic structure. The property is contributing to the Monticello Park Historic District.
- b. **CONCEPTUAL APPROVAL** – Conceptual approval is the review of general design ideas and principles (such as scale and setback). Specific design details reviewed at this stage are not binding and may only be approved through a Certificate of Appropriateness or final approval. This request was reviewed by the HDRC on October 5, 2022, for conceptual approval. The request was referred to a Design Review Committee Meeting.
- c. **DESIGN REVIEW COMMITTEE** – The applicant’s proposal was reviewed at the Design Review Committee meeting on September 27, 2022. The DRC discussed the front-facing garage, the front walkway configuration, alternate cladding materials that would better complement the historic homes in the district, the fenestration pattern, and the existing front retaining wall. The applicant was referred to a second DRC meeting during the October 5th HDRC hearing. The applicant attended the second DRC meeting on October 12, 2022, and the meeting discussion focused on the applicant’s updates, fenestration pattern, site conditions, and landscaping plans. Staff previously recommended the following stipulations prior to returning for conceptual approval and the applicant has addressed the following stipulations:
 - i. That the applicant should provide a setback diagram showing the proposed setback in relation to the neighboring structures and the setback for the front-facing garage to staff for review prior to returning to the HDRC based on finding d. **This stipulation has been met.**
 - ii. That the applicant submits the foundation heights of the proposed new construction and the adjacent structures to staff for review prior to returning to the HDRC based on finding e.
 - iii. That the applicant simplifies the proposed front roof forms to be more consistent with the roof forms found in the vicinity and submits updated elevation drawings to staff for review prior to returning to the HDRC based on finding f. **This stipulation has been met.**
 - iv. That the applicant submits the final percentage of lot coverage to staff for review prior to returning to the HDRC based on finding g. **This stipulation has been met.**
 - v. That the applicant proposes a cladding material more appropriate for the immediate block of Club Drive and submits updated material specifications to staff for review prior to returning to the HDRC based on finding h. **This stipulation has NOT been met. The applicant would like to request approval to install stucco cladding.**
 - vi. That the applicant submits window specifications to staff for review prior to returning to the HDRC based on finding i. Wood or aluminum-clad wood windows are recommended. Windows should feature traditional operations, an inset of two (2) inches within facades, and profiles that are found historically within the immediate vicinity. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening. **This stipulation applies to final approval.**
 - vii. That the applicant updates the proposed fenestration to feature traditional proportions and window configurations commonly found in the district and submits updated elevation drawings to staff for review prior to returning to the HDRC based on finding j. **This stipulation has NOT been met.**

- viii. That the applicant simplifies the architectural details that relate to the period of construction on the block to be more in keeping with the Guidelines as opposed to the proposed Spanish Eclectic detailing as noted in finding k. **This stipulation has been met.**
- ix. That a detached garage is utilized in lieu of the proposed front-facing attached garage based on finding l. If the HDRC finds the proposed attached garage appropriate, staff recommends that the garage is recessed substantially from the front façade. **This stipulation has NOT been met, although the garage has been recessed substantially.**
- x. That the applicant submits final dimensions for the proposed concrete driveway showing that the driveway will not exceed 10 feet in width to staff for review prior to returning to the HDRC for final approval based on finding m. **This stipulation has been met.**
- xi. That the applicant submits a final landscaping plan with planting details and a proposal for the existing front retaining wall prior to returning to the HDRC as noted in finding p. **This stipulation has been met.**
- d. **SETBACK & ORIENTATION** – According to the Guidelines for New Construction, the front facades of new buildings should align with the front facades of adjacent buildings where a consistent setback has been established along the street frontage. Additionally, the orientation of new construction should be consistent with the historic examples found on the block. The applicant has proposed to construct a 1-story, single family residence oriented south toward Club Drive. The existing properties along Club are oriented toward Club. The applicant has proposed a front facade setback of 30’. The front-facing garage features a 9-foot setback from the front facade. The applicant has expressed that the adjacent properties feature 30’ setbacks. Staff finds that the applicant should provide an updated setback diagram showing the updated site plan in relation to the neighboring structures to staff to review.
- e. **SCALE AND MASSING** – The applicant has proposed to construct an approximately 2,400-square-foot 1- story residential structure with an entry volume and a front-facing garage. According to Guideline 2.A.i for New Construction, new structures should feature a height and massing that is similar to historic structures in the vicinity. In residential districts, the height and scale of new construction should not exceed that of the majority of historic buildings by more than one story. This block within the Monticello Park Historic District features 1-story and 2-story historic structures and a 1-story midcentury structure. Staff finds that the proposed scale and massing of the structure appears generally appropriate.
- f. **ROOF FORM** – The applicant has proposed a hip form with two front facing gables. According to Guideline 2.B.i for New Construction, new construction should feature roof forms that are consistent with those predominantly found on the block. The adjacent structures on Club Drive feature front gable, cross gable, low-sloped front gable, and hip roof forms. Staff finds the proposal consistent with the Guidelines.
- g. **LOT COVERAGE** – Guideline 2.D.i for New Construction stipulates that building to lot ratio for new construction should be consistent with adjacent historic buildings. Limit the building footprint for new construction to no more than 50 percent of the total lot area, unless adjacent historic buildings establish a precedent with a greater building to lot ratio. The applicant has provided a total square footage of 2,700 square feet, including the front porch and rear patio. The living space and attached garage total 2,400 square feet. The applicant has submitted documentation showing that the total percentage of lot coverage is 37 percent. Staff finds the proposal consistent with the Guidelines.
- h. **MATERIALS AND TEXTURES** – The applicant has proposed to construct the residence with 3-coat, stucco cladding and a red barrel tile roof. The applicant has expressed that they would like to install a fully wood garage door and wood or metal-clad windows but has not provided material specifications at this time. Guideline 3.A.i for New Construction stipulates that new construction should use materials that complement the type, color, and texture of materials traditionally found in the district. Materials should not be so dissimilar as to distract from the historic interpretation of the district. For example, corrugated metal siding would not be appropriate for a new structure in a district comprised of homes with wood siding. Consider using traditional materials, such as wood siding, in a new way to provide visual interest in new construction while still ensuring compatibility. This immediate block of Club Drive predominately features homes with stone cladding and red clay barrel tile roofs or composition shingle roofs. The neighboring midcentury structure features brick cladding. The district does feature stucco-clad homes as well. Staff finds that a stone cladding may be most appropriate for this block of Club Drive.
- i. **WINDOW MATERIALS** – The applicant has expressed that they would like to install fully wood, aluminum-clad wood, or metal windows but has not submitted material specifications at this time. Staff finds that the proposed windows should feature an inset of two (2) inches within facades and should feature profiles that are

found historically within the immediate vicinity. An alternative window material may be proposed, provided that the window features meeting rails that are no taller than 1.25” and stiles no wider than 2.25”. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and an architecturally appropriate sill detail. Window track components must be painted to match the window trim or be concealed by a wood window screen set within the opening. Faux divided lites are not permitted. Staff finds that all windows installed should feature traditional operations and that the applicant should submit product specifications for review prior to returning to the HDRC.

- j. **RELATIONSHIP OF SOLIDS TO VOIDS** – Guideline 2.C.i for New Construction stipulates that new construction should incorporate window and door openings with a similar proportion of wall to window space as typical with nearby historic facades. Windows, doors, porches, entryways, dormers, bays, and pediments shall be considered similar if they are no larger than 25% in size and vary no more than 10% in height to width ratio from adjacent historic facades. The applicant has proposed a fenestration pattern on the front façade that features an arched entry, one large arched window, and a garage door with arched transom lites. The fenestration pattern on the remaining elevation consists of an arched window, arched transoms over French doors, and divided lite and fixed windows of various sizes. The proposed east elevation features a blank wall at the rear half of the elevation. According to Guideline 2.C.ii, no new façade should exceed 40 linear feet without being penetrated by windows, entryways, or other defined bays. Staff finds that the applicant should update the proposed fenestration to feature traditional proportions and window configurations commonly found in the district.
- k. **ARCHITECTURAL DETAILS** – Guideline 4.A.i for New Construction states that new buildings should be designed to reflect their time while respecting the historic context. While new construction should not attempt to mirror or replicate historic features, new structures should not be so dissimilar as to distract from or diminish the historic interpretation of the district. Additionally, Guideline 4.A.ii for New Construction states that applicants should incorporate architectural details that are in keeping with the predominant architectural style along the block face or within the district when one exists. Details should be simple in design and should complement, but not visually compete with, the character of the adjacent historic structures or other historic structures within the district. Architectural details that are more ornate or elaborate than those found within the district are inappropriate. The applicant has proposed to install decorative gas lanterns flanking the front arched window, the front entry, and the garage, and a recessed arched entry. Staff finds the architectural details to be in keeping with the Guidelines.
- l. **GARAGE** – The applicant has proposed to construct an attached front-facing, two-bay carport on the west side of the front facade. Guideline 5.A.i for New Construction states that new garages and outbuildings should be designed to be visually subordinate to the principal historic structure in terms of their height, massing, and form. The proposed garage is setback approximately 9 feet from the front-most portion of the front façade. According to Guideline 5.B.i for New Construction, the predominant garage orientation found along the block should be matched. Do not introduce front-loaded garages or garages attached to the primary structure on blocks where rear or alley-loaded garages were historically used. Although three out of the five single-family residential structures on this immediate block of Club Drive feature front-facing garages, residential structures in the Monticello Park Historic District traditionally feature a primary structure along the street and a rear detached accessory structure accessed either from a service alley or by a driveway from the street. Staff finds that a detached garage should be utilized in lieu of the proposed attached front-facing garage.
- m. **DRIVEWAY** – Guideline 5.B.i for Site Elements notes that new driveways should be similar to those found historically within the district in regard to their materials, width, and design. Additionally, the Guidelines note that driveways should not exceed ten (10) feet in width. The property does not currently feature a driveway, driveway apron, or curb cut. The applicant has proposed to install a fully concrete 10-foot-wide driveway. Staff finds the proposal appropriate and finds that the applicant should update the site plan to reflect changes to the garage location.
- n. **SITE WORK** – The Guidelines for Site Elements note that front yard walkways and site work should appear similar to those found historically within the district in regard to their materials, width, alignment and configuration. The applicant has proposed to install a 4-foot-wide fully-concrete front walkway from front entry to the sidewalk. Properties on this block feature serpentine fully concrete front walkways from the driveway to the front entry and from the sidewalk to the front entry. Staff finds the proposal generally appropriate.

- o. MECHANICAL EQUIPMENT – Per Guideline 6.B.ii for New Construction, all mechanical equipment should be screened from view at the public right-of-way.
- p. LANDSCAPING PLAN – The applicant has not submitted a comprehensive landscaping plan at this time. The property currently features a masonry retaining wall that appears to date to the 1950s per the Historic Aerial Maps, when this property was likely the side yard for the neighboring structure at 511 Club. The applicant has proposed to deconstruct the existing retaining wall and re-use the material to construct stone columns for proposed fencing. Staff finds that the applicant should submit a final landscaping plan with planting and fencing details to staff for review.

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

- i. That the applicant provides an updated setback diagram showing the proposed setback in relation to the neighboring structures and the setback for the front-facing garage to staff for review prior to returning to the HDRC for final approval based on finding d.
- ii. That the applicant proposes a cladding material more appropriate for the immediate block of Club Drive and submits updated material specifications to staff for review prior to returning to the HDRC based on finding h.
- iii. That the applicant submits window specifications to staff for review prior to returning to the HDRC based on finding i. Wood or aluminum-clad wood windows are recommended. Windows should feature traditional operations, an inset of two (2) inches within facades, and profiles that are found historically within the immediate vicinity. White manufacturer’s color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.
- iv. That the applicant updates the proposed fenestration to feature traditional proportions and window configurations commonly found in the district and submits updated elevation drawings to staff for review prior to returning to the HDRC based on finding j.
- v. That a detached garage is utilized in lieu of the proposed front-facing attached garage based on finding l.
- vi. That the applicant submits a final landscaping plan with planting and fencing details and an updated site plan showing all proposed site work to staff for review prior to returning to the HDRC for final approval as noted in finding p.

PUBLIC COMMENT: Bianca Maldonado- MPNA- supports staff recommendations 1,3, 4, and 6.

MOTION: Commissioner Carpenter moved to approve with staff stipulation 1,3,4 and 6. Additional stipulation that the applicant to study the arch, Garage door, driveway, and sidewalk be reviewed further.
Commissioner Velasquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 18. HDRC NO. 2022-506
ADDRESS: 825 E HARLAN AVE
APPLICANT: Kevin Sekula/SEKULA KEVIN

REQUEST:

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

1. Replace 19 windows.
2. Replace existing doors.
3. Change the fenestration pattern across all elevations.
4. Partial demolition of a small addition on the west elevation.
5. Widen the driveway and approach by 4 feet.

FINDINGS:

- a. The property at 825 E Harlan includes a single-story Craftsman-style residence built c 1927, with a detached rear garage. The property is clad in wood waterfall siding with one-over-one windows, primarily wood. The roof is clad in standing seam metal and has decorative knee braces under gables and exposed rafter tails. The two-bay garage is clad in board and batten with a standing seam metal roof. The property is on the corner of E Harlan Ave and Mission Rd and contributes to the Mission historic district.
- b. **WINDOWS:** The applicant requests approval to replace 19 windows. Standard Specifications for Wood Window Replacement state that when individual elements such as sills, muntins, rails, sashes, or glazing has deteriorated, every effort should be made to repair or reconstruct that individual element prior to consideration of wholesale replacement. For instance, applicant should replace individual sashes within the window system in lieu of full replacement with a new window unit. If full window replacement is approved, the new windows must feature primed and painted wood exterior finish. Clad, composition, or non-wood options are not allowed unless explicitly approved by the commission. OHP staff conducted a window inspection on October 12, 2022, and observed that all existing historic wood windows are in reparable condition. Three ganged modern windows on the east elevation are eligible for replacement with a window product that conforms to Historic Design Guidelines and Standard Specifications for Wood Window Replacement, namely a wood or aluminum-clad wood window product.
- c. **DOORS:** The applicant requests approval to replace all existing doors. Staff conducted a window inspection on October 12, 2022, which included door inspection, and found that the east and south doors appear historic and should be retained. Historic doors were missing from the north and west elevations; staff finds a replacement door that conforms to Historic Design Guidelines, namely wood and of a style appropriate for the house, is appropriate.
- d. **FENESTRATION CHANGES:** The applicant requests fenestration changes across all elevations. On the east elevation, they propose moving the door to the center of the elevation and creating a new set of three ganged windows to the left of the new door; the three ganged windows right of the proposed door are retained. On the south elevation, the applicant proposes to retain the French doors and three ganged windows, but replace the single bathroom window and pair of ganged windows with two clerestory windows. The applicant requests removal of all fenestration on the west elevation; staff finds removal of the metal-sash window in the gable appropriate, but that the door and first-floor window be retained. (The applicant requested partial demolition of the small west addition; see finding d.) On the north elevation, the applicant proposes relocating a door, three ganged windows, and a pair of ganged windows while completely removing one window. Historic Design Guidelines for Exterior Maintenance and Alterations 6.A.i and ii state that historic doors and windows should be preserved. Staff finds the proposed fenestration changes do not conform to guidelines.
- e. **PARTIAL DEMOLITION:** The applicant requests approval to remove a small addition to the west elevation. Staff finds the request generally appropriate.
- f. **DRIVEWAY:** The applicant requests approval to increase the width of the driveway and approach 4'. Driveways in historic districts are typically no wider than 10' and approaches are typically no wider than 12'. Staff finds the request appropriate as long as the driveway width does not exceed 10' and the apron does not exceed 12'.

RECOMMENDATIONS:

Staff recommends approval of item 1, window replacement, based on finding b, with the following stipulations:

- i. That only the three modern ganged windows on the east elevation be replaced. All existing wood windows should be retained and repaired.
- ii. That the applicant propose a window product to replace the three ganged windows on the east elevation that conforms to Historic Design Guidelines and Standard Specifications for Wood Window Replacement, namely a wood or aluminum-clad wood window product.

Staff recommends approval of item 2, door replacement, based on finding c, with the following stipulations:

- i. That the east and south doors be retained.
- ii. That the applicant propose replacement doors that conform to Historic Design Guidelines, namely wood and of a style appropriate for the house.

Staff does not recommend approval of item 3, changing the fenestration pattern across all elevations, based on finding d.

Staff recommends approval of item 4, partial demolition of a small addition on the west elevation, based on finding e.

Staff recommends approval of item 5, widening the driveway and approach by 4 feet, based on finding f, with the following stipulation:

- i. That the finished driveway does not exceed 10' in width and the finished approach does not exceed 12' in width.

PUBLIC COMMENT: None.

MOTION: Commissioner Savino moved to approve with staff stipulations.
Commissioner Velasquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 19. HDRC NO. 2022-500
ADDRESS: 311 W ROSEWOOD AVE
APPLICANT: DORIN REGUS/STONE OAK RENOVATIONS

REQUEST:

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

1. Replace 27 windows on the primary structure.
2. Replace three sets of doors on the primary structure.
3. Add two new windows to the first floor of the primary structure.
4. Remove a small addition near the northeast corner of the rear accessory structure.
5. Infill two garage doors and two windows on the rear accessory structure.
6. Add eight windows to the rear accessory structure.
7. Remove a concrete path and steps between the rear accessory structure and the pool.

FINDINGS:

- a. The property at 311 W Rosewood includes a two-story Spanish Eclectic residence with a rear one-story, two bay garage built c 1931. The house is clad in stucco with a barrel tile roof at the first floor and a flat roof with parapet on the second floor. Existing historic windows are one-over-one and wood sash, with modern windows found in both metal and vinyl at the northeast corner of the first floor and across much of the second floor. Sets of four thin ganged doors are found on the single-story west wing of the house; the south set of doors is historic, while the north set features modern wood replacement doors. The single-story rear garage is a split two-bay with attached living area. The northeast portion of the parcel is dominated by an in-ground pool. The property contributes to the Monte Vista historic district.
- b. **ADMINISTRATIVE APPROVAL:** The applicant requested approval to paint the exterior of the property. This scope of work is eligible for administrative review and approval and does not require HDRC review.
- c. **WINDOW REPLACEMENT (PRIMARY):** The applicant requests approval to replace 27 windows on the primary structure, including historic wood windows and modern vinyl- and metal-sash windows, with one-over-one fiberglass windows. Historic Design Guidelines for Exterior Maintenance and Alterations 6.A.iii states

that historic windows should be preserved, and 6.B.iv says that when original windows are deteriorated beyond repair, new windows should match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail. Staff conducted a window inspection Friday, October 7, 2022, with the applicant present. On the first floor, staff determined that eight historic wood windows are in reparable condition and that four metal-sash windows and one vinyl window are eligible for replacement. Windows eligible for replacement are the three ganged windows numbered 10 and individual windows numbered 11 and 13 on the attached window schedule. On the second floor, staff determined three historic wood windows are in reparable condition, including the window at the stairwell landing. Nine modern windows are eligible for replacement, and two historic wood windows appear beyond repair. Second-floor windows eligible for replacement include those numbered 19-26 and 37 on the attached window schedule, plus an additional window not included on the floor plans on the west side of the northwest corner of the second floor. This window is currently closed from the inside, but the historic wood window is visible from the exterior. Though staff finds windows numbered 10 (three ganged windows), 11, 13, 19-26, and 37 on the attached window schedule and the west-facing window at the northwest corner of the second story are eligible for replacement, the fiberglass product proposed by the applicant does not conform to guidelines. A wood or aluminum-clad wood product conforms to guidelines as well as Standard Specifications for Original Wood Window Replacement. First-floor windows numbered 3, 4, 5 (three ganged windows), and 6-9 on the attached window schedule plus one window in the first-floor powder room should be retained and repaired. Second-floor windows numbered 15, 17, and 19 on the attached window schedule should also be retained and repaired. Staff has included in this case file a coded window schedule showing windows that should be retained in red and windows eligible for replacement in green.

- d. **DOOR REPLACEMENT (PRIMARY):** The applicant requests approval to replace two sets of wood doors on the west wing of the first floor and a pair of modern doors leading to a second-floor balcony on the south elevation. Historic Design Guidelines for Exterior Maintenance and Alterations 6.A.ii says historic doors should be preserved, including hardware, fanlights, sidelights, pilasters, and entablatures. Guideline 6.B.i says to replace doors, hardware, fanlight, sidelights, pilasters, and entablatures in-kind when possible and when deteriorated beyond repair, and when in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element. Staff conducted a window inspection Friday, October 7, 2022, with the applicant present; the inspection included doors proposed for replacement. Staff noted historic hinges and hardware on the north-facing west wing doors, but modern hardware on the south-facing west wing doors. The applicant proposes replacing the west wing doors with a pair of operable wood doors flanked by fixed 12-lite windows. Each set of doors includes four operable panels—i.e., each of the four panels opens away from the center of the configuration. Staff finds this condition should be replicated with replacement products. In-kind replacement of the south-facing west wing doors conforms to guidelines, but staff finds the north-facing doors in operable condition. The pair of doors on the north side of the second floor are modern and are eligible for replacement. Staff finds the proposed pair of 15-lite wood doors conform to guidelines. Staff has included in this case file a coded window schedule showing doors that should be retained in red, namely the north-facing doors on the first-floor west wing, and doors eligible for replacement in green.
- e. **FENESTRATION CHANGES (PRIMARY):** The applicant requests approval to introduce two new windows on the first floor of the primary structure, numbered 12 and 14 on the attached window schedule. The windows are located on the rear (north) elevation and on the west elevation but screened by the west wing of the house. Staff finds the introduction of two new windows generally appropriate, but finds that the fiberglass window product proposed by the applicant does not conform to guidelines.
- f. **PARTIAL DEMOLITION (GARAGE):** The applicant requests approval to demolish a small addition at the northwest corner of the garage. The garage has been modified over time and no longer appears in its original footprint. Staff finds the removal of this addition appropriate.
- g. **EXTERIOR MODIFICATIONS (GARAGE):** The applicant requests to infill two garage doors and two windows, add eight windows and three sliding doors to the rear garage, and partially remove a concrete walkway between the garage and pool. Though Historic Design Guidelines for Exterior Maintenance and Alterations 9.A.i says existing historic outbuildings should be preserved where they remain, staff determined that the garage has undergone numerous modifications over the decades and is thus eligible for modification. Staff finds the applicant's requests generally appropriate.
- h. **WINDOWS (GARAGE):** The applicant proposes to replace introduce eight fiberglass windows to the garage. Standard Specifications for Windows in Additions and New Construction state that new windows should relate to the windows of the primary historic structure in terms of materiality and overall appearance. Whole window

systems should match the size of historic windows on property unless otherwise approved. The applicant proposes a variety of sizes of windows for the garage: six 30"x60", one 36"x36", and one 12"x36" fixed-sash window. Staff finds this generally appropriate, but recommends a window with a more historic configuration in lieu of the fixed-sash window, such as a smaller one-over-one window. Staff also finds the fiberglass product proposed by the applicant does not conform to guidelines and finds a wood or aluminum-clad wood product would be more appropriate.

- i. **DOORS (GARAGE):** The applicant proposes to add three sets of fiberglass sliding doors on the south and east elevations of the garage. Staff finds a wood or aluminum-clad wood product would be more appropriate.

RECOMMENDATIONS: Staff recommends approval of item 1, window replacement on the primary structure, based on findings c through e, with the following stipulations:

- i. That first-floor windows numbered 3, 4, 5 (three ganged windows), and 6-9 on the attached window schedule plus one window in the first-floor powder room should be retained and repaired.
- ii. That second-floor windows numbered 15, 17, and 19 on the attached window schedule should be retained and repaired.
- iii. That the applicant propose a wood or aluminum-clad wood window product that conforms to guidelines and to Standard Specifications for Wood Window Replacement.
- iv. That the historic window pattern of the second story be retained, to include the window on the west side of the northwest corner that is currently closed from the inside.

Staff recommends approval of item 2, replacement of doors on the primary structure, based on finding d, with the following stipulation:

- i. That the north-facing doors on the west wing be retained and repaired.
- ii. That the south-facing doors on the west wing include four fully operable doors.

Staff recommends approval of item 3, addition of two windows to the first-floor of the primary structure, based on finding e, with the following stipulation:

- i. That the applicant propose a wood or aluminum-clad wood window product that conforms to guidelines and to Standard Specifications for Wood Window Replacement.

Staff recommends approval of item 4, removal of a small addition near the northeast corner of the rear accessory structure, based on finding f.

Staff recommends approval of items 5 through 7 based on findings g through i, with the following stipulations:

- i. That the applicant propose window and door products that are wood or aluminum-clad wood and otherwise conform to guidelines and Standard Specifications for Windows on Additions and New Construction.

PUBLIC COMMENT: None.

1st MOTION: Commissioner Velasquez moved to approve as requested by applicant
Commissioner Cervantes seconded the motion.

VOTE:
AYE: Gibbs, Velasquez, Mazuca, Grube, and Cervantes.
NAY: Savino, Carpenter, and Fetzer.
ABSENT: Fish, Morales, and Laffoon.

ACTION: **MOTION PASSED with 5 AYES. 3 NAYS. 3 ABSENT.**

2nd MOTION: Commissioner Grube moved to amend the motion to include all windows replacement follow standard window guidelines.
Commissioner Cervantes seconded the motion.

VOTE:
AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Grube, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, and Laffoon.

ACTION: MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.

- COMMISSIONER GRUBE LEFT METTING AT 7:32PM

ITEM 20. HDRC NO. 2022-514
ADDRESS: 281 LOVERA BLVD
APPLICANT: Glenn Smiley/SMILEY GLENN E

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to install a striated standing-seam metal roof.

FINDINGS:

- a. The property at 281 Lovera is a single-story stone-clad Minimal Traditional residential structure built c. 1938. The primary façade is dominated by a front-gabled carport that meets the side-gabled primary roof structure. The roof is clad in flat-paneled standing-seam metal. The property contributes to the Olmos Park Terrace historic district.
- b. CASE HISTORY: On September 7, 2022, Eliverto Champion of Rocket Contracting received an administrative Certificate of Appropriateness (COA) for replacement of the existing standing-seam metal roof with in-kind material. In the approval language, staff stipulated that the roof must feature smooth panels without striation or corrugation, and that an inspection must be scheduled with OHP staff prior to the start of work to verify that the roofing material matches the approved specifications. On September 22, 2022, OHP staff shared with Melina and Eliverto Champion by email that the striated roofing material and standard ridge cap they proposed during the standing-seam metal roof inspection was not permitted by the COA. On September 24, 2022, applicant Glenn Smiley requested approval to replace his metal roof with a new metal roof. An administrative COA was issued on September 26, 2022, and the approval language again stipulated that panels should be smooth without striation or corrugation and that an inspection must be scheduled with OHP staff prior to the start of work to verify that the roofing material matches the approved specifications.
- c. VIOLATION: On October 3, 2022, OHP staff observed striated metal roofing panels on site at 281 Lovera. Staff spoke with the homeowner, who posted the COA with full approval language in a window on site. The full investigation report is included in this case file.
- d. ROOFING: The applicant requests approval to replace a flat-paneled standing-seam metal roof with a striatedpanel standing-seam metal roof. Historic Design Guidelines for Exterior Maintenance and Alterations 2.B.ii states that the original roof form, including shape, line, pitch, and overhang, should be preserved when replacement is necessary. The house previously featured a flat-paneled standing-seam metal roof. Staff finds the request for a striated-panel metal roof does not conform to guidelines.

RECOMMENDATIONS:

Staff recommends approval of the request to install a standing-seam metal roof with the following stipulations:

1. That the panels are smooth without striation or corrugation.

PUBLIC COMMENT: None.

MOTION: Commissioner Velasquez moved to approve as requested by applicant that contractor adhere to guidelines for roof replacement. Materials are approved to verify the seam and ridge cap be reviewed by staff before issuing COA.

Commissioner Cervantes seconded the motion.

VOTE: AYE: Gibbs, Velasquez Mazuca, Carpenter, and Cervantes.
NAY: Savino and Fetzer.
ABSENT: Fish, Morales, Grube, and Laffoon.

ACTION: MOTION PASSED with 5 AYES. 2 NAYS. 4 ABSENT.

ITEM 21. HDRC NO. 2022-520
ADDRESS: 424 CLUB DR
APPLICANT: Mark Ramirez

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to:

1. Replace the rear first-floor windows.
2. Replace the rear first-floor door.
3. Construct a two-story rear porch and return the rear second-floor door.
4. Replace one front door with a window.
5. Add a stone wall to the backyard.

FINDINGS:

- a. The property at 424 Club Dr includes a two-story stone-clad Spanish Eclectic residence with detached two-car carport and accessory dwelling built c. 1936. The house has a standing-seam metal gable-on-hip roof, while the garage has a hipped composition shingle roof and is built partially below grade. The front façade is dominated by a two-story porch under a shed roof. The house has a rear enclosed porch clad in both stucco and Hardi siding with a rear door near the southwest corner. The property is on the corner of Club Dr and Kampmann Blvd and contributes to the Monticello Park historic district.
- b. VIOLATION: On August 19, 2022, staff received a report of work happening on the rear façade of the primary structure and garage. Staff took photos of possible violations and noted work done beyond the scope of a Certificate of Appropriateness. On September 7, 2022, staff posed a Stop Work Notice on site for replacement of first-floor windows and a rear door without a Certificate of Appropriateness. The applicant submitted an application for a Certificate of Appropriateness the same day. Both reports are included in this case file.
- c. WINDOWS: The applicant proposes to replace the rear first-floor sliding windows with one-over-one wood windows. The rear porch was an addition to the c 1936 stone-clad house that was enclosed in stucco, horizontal siding, and with aluminum-sash sliding windows. Standard Specifications for Windows in Additions and New Constructions states that new windows on additions should relate to the windows of the primary historic structure in terms of materiality and overall appearance. Windows on the house are primarily one-over-one wood sash windows. Staff finds this scope of work conforms to guidelines
- d. REAR DOOR: The applicant proposes to replace the rear first-floor door with a solid wood door. Historic Design Guidelines for Exterior Maintenance and Alterations 6.B.1 states that doors, hardware, fanlight, sidelights, pilasters, and entablatures should be replaced in-kind when possible and when deteriorated beyond repair. When in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element. Staff finds this scope of work conforms to guidelines.
- e. ADDITION: REAR PORCH: The applicant requests approval to construct a two-story rear porch and to restore a door at the east end of the second floor of existing enclosed porch. Historic Design Guidelines for Exterior Maintenance and Alterations 7.B.v states that porches, balconies, and porte-cocheres should be reconstructed based on accurate evidence of the original, such as photographs. If no such evidence exists, the design should be based on the architectural style of the building and historic patterns. Staff finds the porch conforms to guidelines and that returning the second-floor door is appropriate. The applicant must ensure the new porch conforms to all setback guidelines as defined by UDC.
- f. FENESTRATION CHANGES: The applicant requests approval to remove one door from the primary elevation and replace it with a one-over-one window. Historic Design Guidelines for Exterior Maintenance and Alterations 6.A.i and ii state that historic doors and windows should be preserved. Staff finds the proposed door removal does not conform to guidelines.
- g. SITE ELEMENTS: STONE WALL: The applicant requests approval to add a low stone wall to the backyard between the primary structure and the detached garage. Previously, the yard featured what appear to be railroad ties that have since been removed. Historic Design Guidelines for Site Elements 2.B.i states that new fences and walls should appear similar to those used historically within the district in terms of their scale, transparency, and character. Design of fence should respond to the design and materials of the house or main structure. Staff finds the proposed wall conforms to guidelines.

RECOMMENDATIONS:

Staff recommends approval of item 1, replacement of the rear first-floor windows, based on finding c.

Staff recommends approval of item 2, replacement of the rear first-floor door, based on finding d.

Staff recommends approval of item 3, construction of a two-story rear porch and return of the rear second-floor door, based on finding e, with the following stipulation:

- i. That the applicant meet all setback requires as defined by UDC.

Staff does not recommend approval of item 4, replacement of one front door with a window, based on finding f.

Staff recommends approval of item 5, addition of a stone wall to the backyard, based on finding g.

PUBLIC COMMENT: Bianca Maldonado- MPNA- support staff recommendations 1,4, and 5, but requests to deny porch massing for item 3.

MOTION: Commissioner Carpenter moved to approve with staff recommendations 1,2,4, and 5. Commissioner Savino seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, Grube, and Laffoon.

ACTION: **MOTION PASSED with 7 AYES. 0 NAYS. 4 ABSENT.**

ITEM 22. HDRC NO. 2022-513
ADDRESS: 400 CLUB DR
APPLICANT: Paul Zurita/Zurita Construction & Remodeling

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to replace the existing metal casement windows with wood windows and to replace the wood garage doors with an aluminum panel garage door.

FINDINGS:

- a. The house at 400 Club Dr is a two-story Minimal Traditional residence with Spanish Eclectic influence built c 1936. The house first appears on Sanborn Fire Insurance maps in 1950 as a single-story home and without the southwest addition. Historic aerials show the southwest addition in 1955, and staff concluded this is likely the year the second story was added as well. The house is on the southwest corner of Club Dr and Shearer Blvd and features a first story primarily clad in stone and a second story and clad in textured stucco. Windows are primarily metal casement windows, and the garage has swinging wood barn doors.
- b. **VIOLATION:** OHP staff received several citizen reports of work outside of approval at 400 Club Dr. Staff performed a site visit August 19, 2022, and observed removal of metal casement windows on the second floor. Contractors on site shared their intent to replace the casement windows with aluminum sash windows. Staff posted a notice of investigation and noted no other work occurring without a Certificate of Appropriateness. The full report is included in this case file.
- c. **WINDOW REPLACEMENT:** The applicant requests to replace existing metal casement windows with aluminum-clad wood windows. Staff finds the request generally appropriate, but recommends the windows feature true divided lights without false muntins. Staff also recommends retention of the existing window dimensions as well as retention of the prominent lintels found above some of the first-story windows.
- d. **GARAGE DOORS:** The applicant requests to replace the existing wood garage doors with an aluminum panel door. Historic Design Guidelines for Exterior Maintenance and Alterations 9.B.i says to ensure replacement of garage doors are compatible with those found on historic garages in the district as well as with the principal structure. Staff finds the proposed aluminum garage door does not conform to guidelines. Per Guideline 9.B.i, since the garage is visible from the right-of-way, staff recommends a door compatible with those found on historic garages in the district, namely a wood-paneled door.

RECOMMENDATIONS: Staff recommends approval of the request to replace metal casement windows with aluminum-clad wood windows based on finding c, with the following stipulations:

- i. That the windows feature true divided lites without false muntins.
- ii. That new windows retain the existing window dimensions.
- iii. That prominent lintels over first-story windows be retained where they are found.

Staff recommends approval of the request to replace the existing wood garage doors based on finding d, with the following stipulation:

- i. That the applicant propose a wood paneled garage door that conforms to guidelines.

PUBLIC COMMENT: Bianca Maldonado- MPNA- supports staff recommendations 1-4, and recommends a site visit.

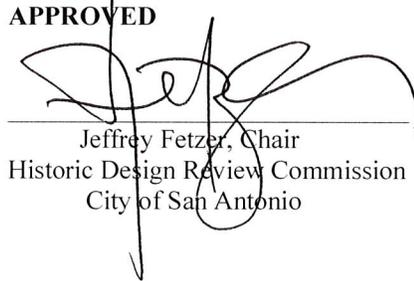
MOTION: Commissioner Carpenter moved to refer to DRC site visit.
Commissioner Savino seconded the motion.

VOTE: AYE: Gibbs, Savino, Velasquez, Mazuca, Carpenter, Cervantes, and Fetzer.
NAY: None.
ABSENT: Fish, Morales, Grube, and Laffoon.

ACTION: **MOTION PASSED with 7 AYES. 0 NAYS. 4 ABSENT.**

ADJOURNMENT: The meeting adjourned at 8:25 p.m.

APPROVED



Jeffrey Fetzer, Chair
Historic Design Review Commission
City of San Antonio

Date: 11/2/22