

# Historic Preservation Commission

## December 16, 2014 Meeting Minutes

**DRAFT**

### A. Call to Order

The meeting was called to order at 5:45 p.m.

### B. Roll Call

**Present:** Chairperson Jerry Hodges, Vice-Chair Pamela Sue Anderson, Commissioner Barbara Keese, Commissioner Rae Lynn Tipping, and Alternate Commissioner Cathleen Quick

**Absent:** Commissioner Billy Huggins

**Staff present:** Senior Planner Joelle Jordan and Planner Technician Veronica Chandler

### C. Approval of Minutes

#### C.1 Consider approval of the minutes from the November 18, 2014 Historic Preservation Commission meeting.

**Motion:** by Vice-Chair Anderson and Second by Commissioner Keese to approve the minutes of the November 18, 2014 meeting as submitted.

**Vote:** Aye: Chairperson Hodges, Vice-Chair Anderson, Commissioner Keese, and Commissioner Tipping. Nay: none. The vote was 4-0.

### D. Presentations

#### D.1 Consider a presentation and action regarding amendments to the October 2014 Certificate of Appropriateness for 302 W. Main Street.

Ms. Jordan summarized the history and significance of the Landrum-Ledbetter House at 302 W. Main Street. A Certificate of Appropriateness issued by the HPC on October 21, 2014 conditioned that the original windows on the 1880s part of the structure would remain in place and be repaired, and on the later addition some windows would remain and others would be replaced with new wood windows similar to the original historic windows. Staff would approve the final window choices.

Since then the owner, Jim Smith, has been working on the house, and staff recommended that he submit revised plans for the Commission review with proposed changes to the conditions of the October Certificate, particularly with regard to the windows.

Mr. Smith proposed installing new wood windows in place of the eleven windows on the 1880s part of the structure, because of difficulty in finding a vendor to repair and warranty the existing windows, and to improve their energy efficiency. Staff recommends that the existing windows be repaired, in accordance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* and

the City's *Design Guidelines for Historic Commercial and Residential Properties*. While the proposed new windows (wood Lifestyle series by Lincoln Windows) may be appropriate as replacements, it would greatly diminish the historic integrity of the structure by introducing new materials, different profiles for the muntins, sash, and frame.

Several Commissioners expressed strong misgivings about replacing the 1880s windows, noting that the Secretary of the Interior's *Standards* refer to windows as "the eyes of the building," and citing an article from the National Alliance for Historic Preservation which noted that the limited lifespan of replacement windows often negates any long-term cost difference. In the event that not all the windows can be repaired, they agreed that the four windows on the south side were most important to preserve, and discussed what documentation would need to be provided to staff in order to allow the replacement of any of the windows. Chairman Hodges recommended contacting a repair or restoration company with the expertise to repair historic windows. Ms. Jordan also suggested constructing interior storm windows if energy efficiency is a significant concern.

Mr. Smith also provided a schedule of new windows for the addition. All lower windows on the addition and carport enclosure ("E" on the window schedule) would be 4/4 low-E wood windows of similar size to the 1880s windows, except shorter since they must be 18" from floor level. The window installed on the first floor of the rear elevation is a large single-lite vinyl window, which would be replaced with window type "E". Window "D," the smaller window behind the condenser, is currently vinyl and would be replaced with a similar but smaller 4/4 wood window.

The existing windows on the west side of the upper floor addition ("G") and the aluminum windows on the east and west sides of the carport addition ("B") would not be replaced, but would have trim added to match the other windows.

The two windows on the upper floor of the rear elevation ("A") were originally pairs of narrow aluminum windows, and have been replaced with single vinyl single-hung windows. The Commission felt that aluminum windows could be allowed because there are other aluminum windows on the carport addition that will not be replaced, but could not recommend introducing vinyl windows as there are no others on the structure.

Mr. Smith also said that there is also a possibility that the building code will require a second fire exit from the second floor. The owner would prefer not to construct it, but requested that this be included in the Certificate in the event that it is necessary.

**Motion:** by Commissioner Anderson and Second by Commissioner Tipping to amend the applicant's October 2014 Certificate of Appropriateness with the conditions below. All other conditions from the October 2014 Certificate of Appropriateness granted by the Historic Preservation Commission still apply unless amended herein.

#### Windows:

- For the eleven (11), 1880s windows, restoration will be explored further with documentation provided to staff.
- Once documentation is reviewed by staff, staff shall provide approval to the applicant to do one of the following:
  - Restore all eleven (11), 1880s windows, to include single pane glass (including original glass where possible); or

- Restore the four (4), 1880s windows on the South elevation using existing window materials where possible. This would include restoring as many other windows as possible but with consistent windows per elevation and replacing windows with Lincoln wood windows where necessary, as submitted.
- New Lincoln wood windows will be installed on the lower level of the rear addition as submitted. The height/location of the windows should be consistent on each side.
- New 4-over-4 aluminum windows (not clad windows) will be installed on the upper floor of the North elevation in the recently altered opening with a muntin design to be reviewed by staff;
- Muntins will be added to the existing aluminum windows on the upper floor to create a 4-over-4 window with a sample reviewed by staff prior to adding to all aluminum windows;
- The window trim on the upper windows should match the lower windows.

Other:

- If a new egress is required on the upper elevation, the details may be reviewed by staff. A new door may be installed on the west elevation facing to the north, and the landing and staircase shall be made out of wood. The door should match others proposed, with door conditions specified in the October 2014 Certificate of Appropriateness.

**Vote:** Aye: Chairman Hodges, Vice-Chair Anderson, Commissioner Keese, and Commissioner Tipping. Nay: None. The vote was 4-0.

**F. Adjournment**

The meeting adjourned at 7:23 p.m.

**Respectfully Submitted,**

**Kerstin Harding  
Planning Technician**