HISTORIC AND DESIGN REVIEW COMMISSION

September 04, 2024

HDRC CASE NO:	**2024-276**
ADDRESS:	502 N CHERRY
LEGAL DESCRIPTION:	NCB 560 BLK 18 LOT E 55.8OF W 59.72 OF S 52.7 OF 8 & S 52.7 OF W 29.72 OF 9
ZONING:	R-4, H
CITY COUNCIL DIST.:	2
DISTRICT:	Dignowity Hill Historic District
APPLICANT:	CHAPAWU PROPERTIES LLC
OWNER:	CHAPAWU PROPERTIES LLC
TYPE OF WORK:	Construction of a rear addition and window replacement
APPLICATION RECEIVED:	August 26, 2024
60-DAY REVIEW:	October 25, 2024
CASE MANAGER:	Rachel Rettaliata

REQUEST:

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

1. Replace twelve (12) existing non-original wood windows with new fully wood windows.
2. Construct a 1-story, 698-square-foot rear addition.

APPLICABLE CITATIONS:

Historic Design Guidelines, Chapter 2, Exterior Maintenance and Alterations

1. Materials: Woodwork
A. MAINTENANCE (PRESERVATION)
i. *Inspections*—Conduct semi-annual inspections of all exterior wood elements to verify condition and determine maintenance needs.
ii. *Cleaning*—Clean exterior surfaces annually with mild household cleaners and water. Avoid using high pressure power washing and any abrasive cleaning or striping methods that can damage the historic wood siding and detailing.
iii. *Paint preparation*—Remove peeling, flaking, or failing paint surfaces from historic woodwork using the gentlest means possible to protect the integrity of the historic wood surface. Acceptable methods for paint removal include scraping and sanding, thermal removal, and when necessary, mild chemical strippers. Sand blasting and water blasting should never be used to remove paint from any surface. Sand only to the next sound level of paint, not all the way to the wood, and address any moisture and deterioration issues before repainting.
iv. *Repainting*—Paint once the surface is clean and dry using a paint type that will adhere to the surface properly. See *General Paint Type Recommendations* in Preservation Brief #10 listed under Additional Resources for more information.
v. *Repair*—Repair deteriorated areas or refasten loose elements with an exterior wood filler, epoxy, or glue.
B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Façade materials*—Avoid removing materials that are in good condition or that can be repaired in place. Consider exposing original wood siding if it is currently covered with vinyl or aluminum siding, stucco, or other materials that have not achieved historic significance.
ii. *Materials*—Use in-kind materials when possible or materials similar in size, scale, and character when exterior woodwork is beyond repair. Ensure replacement siding is installed to match the original pattern, including exposures. Do not introduce modern materials that can accelerate and hide deterioration of historic materials. Hardiboard and other cementitious materials are not recommended.
iii. *Replacement elements*—Replace wood elements in-kind as a replacement for existing wood siding, matching in profile, dimensions, material, and finish, when beyond repair.

2. Materials: Masonry and Stucco
A. MAINTENANCE (PRESERVATION)

i. *Paint*—Avoid painting historically unpainted surfaces. Exceptions may be made for severely deteriorated material where other consolidation or stabilization methods are not appropriate. When painting is acceptable, utilize a water permeable paint to avoid trapping water within the masonry.
ii. *Clear area*—Keep the area where masonry or stucco meets the ground clear of water, moisture, and vegetation.
iii. *Vegetation*—Avoid allowing ivy or other vegetation to grow on masonry or stucco walls, as it may loosen mortar and stucco and increase trapped moisture.
iv. *Cleaning*—Use the gentlest means possible to clean masonry and stucco when needed, as improper cleaning can damage the surface. Avoid the use of any abrasive, strong chemical, sandblasting, or high-pressure cleaning method.
B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Patching*—Repair masonry or stucco by patching or replacing it with in-kind materials whenever possible. Utilize similar materials that are compatible with the original in terms of composition, texture, application technique, color, and detail, when in-kind replacement is not possible. EIFS is not an appropriate patching or replacement material for stucco.
ii. *Repointing*—The removal of old or deteriorated mortar should be done carefully by a professional to ensure that masonry units are not damaged in the process. Use mortar that matches the original in color, profile, and composition when repointing. Incompatible mortar can exceed the strength of historic masonry and results in deterioration. Ensure that the new joint matches the profile of the old joint when viewed in section. It is recommended that a test panel is prepared to ensure the mortar is the right strength and color.
iii. *Removing paint*—Take care when removing paint from masonry as the paint may be providing a protectant layer or hiding modifications to the building. Use the gentlest means possible, such as alkaline poultice cleaners and strippers, to remove paint from masonry.
iv. *Removing stucco*—Remove stucco from masonry surfaces where it is historically inappropriate. Prepare a test panel to ensure that underlying masonry has not been irreversibly damaged before proceeding.

3. Materials: Roofs
A. MAINTENANCE (PRESERVATION)
i. *Regular maintenance and cleaning*—Avoid the build-up of accumulated dirt and retained moisture. This can lead to the growth of moss and other vegetation, which can lead to roof damage. Check roof surface for breaks or holes and flashing for open seams and repair as needed.
B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Roof replacement*—Consider roof replacement when more than 25-30 percent of the roof area is damaged or 25-30 percent of the roof tiles (slate, clay tile, or cement) or shingles are missing or damaged.
ii. *Roof form*—Preserve the original shape, line, pitch, and overhang of historic roofs when replacement is necessary.
iii. *Roof features*—Preserve and repair distinctive roof features such as cornices, parapets, dormers, open eaves with exposed rafters and decorative or plain rafter tails, flared eaves or decorative purlins, and brackets with shaped ends.
iv. *Materials: sloped roofs*—Replace roofing materials in-kind whenever possible when the roof must be replaced. Retain and re-use historic materials when large-scale replacement of roof materials other than asphalt shingles is required (e.g., slate or clay tiles). Salvaged materials should be re-used on roof forms that are most visible from the public right-of-way. Match new roofing materials to the original materials in terms of their scale, color, texture, profile, and style, or select materials consistent with the building style, when in-kind replacement is not possible.
v. *Materials: flat roofs*—Allow use of contemporary roofing materials on flat or gently sloping roofs not visible from the public right-of-way.
vi. *Materials: metal roofs*—Use metal roofs on structures that historically had a metal roof or where a metal roof is appropriate for the style or construction period. Refer to Checklist for Metal Roofs on page 10 for desired metal roof specifications when considering a new metal roof. New metal roofs that adhere to these guidelines can be approved administratively as long as documentation can be provided that shows that the home has historically had a metal roof.
vii. *Roof vents*—Maintain existing historic roof vents. When deteriorated beyond repair, replace roof vents in-kind or with one similar in design and material to those historically used when in-kind replacement is not possible.

4. Materials: Metal
A. MAINTENANCE (PRESERVATION)
i. *Cleaning*—Use the gentlest means possible when cleaning metal features to avoid damaging the historic finish. Prepare a test panel to determine appropriate cleaning methods before proceeding. Use a wire brush to remove corrosion or paint build up on hard metals like wrought iron, steel, and cast iron.
ii. *Repair*—Repair metal features using methods appropriate to the specific type of metal.
iii. *Paint*—Avoid painting metals that were historically exposed such as copper and bronze.

B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Replacement*—Replace missing or significantly damaged metal features in-kind or with a substitute compatible in size, form, material, and general appearance to the historical feature when in-kind replacement is not possible.
ii. *Rust*—Select replacement anchors of stainless steel to limit rust and associated expansion that can cause cracking of the surrounding material such as wood or masonry. Insert anchors into the mortar joints of masonry buildings.
iii. *New metal features*—Add metal features based on accurate evidence of the original, such as photographs. Base the design on the architectural style of the building and historic patterns if no such evidence exists.

5. Architectural Features: Lighting
A. MAINTENANCE (PRESERVATION)
i. *Lighting*—Preserve historic light fixtures in place and maintain through regular cleaning and repair as needed.
B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Rewiring*—Consider rewiring historic fixtures as necessary to extend their lifespan.
ii. *Replacement lighting*—Replace missing or severely damaged historic light fixtures in-kind or with fixtures that match the original in appearance and materials when in-kind replacement is not feasible. Fit replacement fixtures to the existing mounting location.
iii. *New light fixtures*—Avoid damage to the historic building when installing necessary new light fixtures, ensuring they may be removed in the future with little or no damage to the building. Place new light fixtures and those not historically present in locations that do not distract from the façade of the building while still directing light where needed. New light fixtures should be unobtrusive in design and should not rust or stain the building.

6. Architectural Features: Doors, Windows, and Screens
A. MAINTENANCE (PRESERVATION)
i. *Openings*—Preserve existing window and door openings. Avoid enlarging or diminishing to fit stock sizes or air conditioning units. Avoid filling in historic door or window openings. Avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way.
ii. *Doors*—Preserve historic doors including hardware, fanlights, sidelights, pilasters, and entablatures.
iii. *Windows*—Preserve historic windows. When glass is broken, the color and clarity of replacement glass should match the original historic glass.
iv. *Screens and shutters*—Preserve historic window screens and shutters.
v. *Storm windows*—Install full-view storm windows on the interior of windows for improved energy efficiency. Storm window may be installed on the exterior so long as the visual impact is minimal and original architectural details are not obscured.

B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Doors*—Replace doors, hardware, fanlight, sidelights, pilasters, and entablatures 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.
ii. *New entrances*—Ensure that new entrances, when necessary to comply with other regulations, are compatible in size, scale, shape, proportion, material, and massing with historic entrances.
iii. *Glazed area*—Avoid installing interior floors or suspended ceilings that block the glazed area of historic windows.
iv. *Window design*—Install new windows to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair.
v. *Muntins*—Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary. Do not use internal muntins sandwiched between layers of glass.
vi. *Replacement glass*—Use clear glass when replacement glass is necessary. Do not use tinted glass, reflective glass, opaque glass, and other non-traditional glass types unless it was used historically. When established by the architectural style of the building, patterned, leaded, or colored glass can be used.
vii. *Non-historic windows*—Replace non-historic incompatible windows with windows that are typical of the architectural style of the building.
viii. *Security bars*—Install security bars only on the interior of windows and doors.
ix. *Screens*—Utilize wood screen window frames matching in profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screens closely matches the original screens or those used historically.

x. *Shutters*—Incorporate shutters only where they existed historically and where appropriate to the architectural style of the house. Shutters should match the height and width of the opening and be mounted to be operational or appear to be operational. Do not mount shutters directly onto any historic wall material.

7. Architectural Features: Porches, Balconies, and Porte-Cocheres
A. MAINTENANCE (PRESERVATION)
i. *Existing porches, balconies, and porte-cocheres*—Preserve porches, balconies, and porte-cocheres. Do not add new porches, balconies, or porte-cocheres where not historically present.
ii. *Balusters*—Preserve existing balusters. When replacement is necessary, replace in-kind when possible or with balusters that match the originals in terms of materials, spacing, profile, dimension, finish, and height of the railing.
iii. *Floors*—Preserve original wood or concrete porch floors. Do not cover original porch floors of wood or concrete with carpet, tile, or other materials unless they were used historically.

B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Front porches*—Refrain from enclosing front porches. Approved screen panels should be simple in design as to not change the character of the structure or the historic fabric.
ii. *Side and rear porches*—Refrain from enclosing side and rear porches, particularly when connected to the main porch or balcony. Original architectural details should not be obscured by any screening or enclosure materials. Alterations to side and rear porches should result in a space that functions, and is visually interpreted as, a porch.
iii. *Replacement*—Replace in-kind porches, balconies, porte-cocheres, and related elements, such as ceilings, floors, and columns, when such features are deteriorated beyond repair. When in-kind replacement is not feasible, the design should be compatible in scale, massing, and detail while materials should match in color, texture, dimensions, and finish.
iv. *Adding elements*—Design replacement elements, such as stairs, to be simple so as to not distract from the historic character of the building. Do not add new elements and details that create a false historic appearance.
v. *Reconstruction*—Reconstruct porches, balconies, and porte-cocheres 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.

8. Architectural Features: Foundations
A. MAINTENANCE (PRESERVATION)
i. *Details*—Preserve the height, proportion, exposure, form, and details of a foundation such as decorative vents, grilles, and lattice work.
ii. *Ventilation*—Ensure foundations are vented to control moisture underneath the dwelling, preventing deterioration.
iii. *Drainage*—Ensure downspouts are directed away and soil is sloped away from the foundation to avoid moisture collection near the foundation.
iv. *Repair*—Inspect foundations regularly for sufficient drainage and ventilation, keeping it clear of vegetation. Also inspect for deteriorated materials such as limestone and repair accordingly. Refer to maintenance and alteration of applicable materials, for additional guidelines.

B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)
i. *Replacement features*—Ensure that features such as decorative vents and grilles and lattice panels are replaced in-kind when deteriorated beyond repair. When in-kind replacement is not possible, use features matching in size, material, and design. Replacement skirting should consist of durable, proven materials, and should either match the existing siding or be applied to have minimal visual impact.
ii. *Alternative materials*—Cedar piers may be replaced with concrete piers if they are deteriorated beyond repair.
iii. *Shoring*—Provide proper support of the structure while the foundation is rebuilt or repaired.
iv. *New utilities*—Avoid placing new utility and mechanical connections through the foundation along the primary façade or where visible from the public right-of-way.

Standard Specifications for Original Wood Window Replacement

- SCOPE OF REPAIR: When individual elements such as sills, muntins, rails, sashes, or glazing has deteriorated, every effort should be made to repair or reconstruct that individual element prior to consideration of wholesale replacement. For instance, applicant should replace individual sashes within the window system in lieu of full replacement with a new window unit.
- MISSING OR PREVIOUSLY-REPLACED WINDOWS: Where original windows are found to be missing or previously-replaced with a nonconforming window product by a previous owner, an alternative material to

wood may be considered when the proposed replacement product is more consistent with the Historic Design Guidelines in terms of overall appearance. Such determination shall be made on a case-by-case basis by OHP and/or the HDRC. Whole window systems should match the size of historic windows on property unless otherwise approved.

- MATERIAL: 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.
- SASH: Meeting rails must be no taller than 1.25". Stiles must be no wider than 2.25". Top and bottom sashes must be equal in size unless otherwise approved.
- DEPTH: There should be a minimum of 2" 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.
- TRIM: Original trim details and sills should be retained or repaired in kind. If approved, new window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail. Window track components such as jamb liners must be painted to match the window trim or concealed by a wood window screen set within the opening.
- GLAZING: Replacement windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature real exterior muntins.
- COLOR: Replacement windows should feature a painted finished. If a clad product is approved, white or metallic manufacturer's color is not allowed, and color selection must be presented to staff.
- INSTALLATION: Replacement windows should be supplied in a block frame and exclude nailing fins. Window opening sizes should not be altered to accommodate stock sizes prior to approval.
- FINAL APPROVAL: If the proposed window does not meet the aforementioned stipulations, then the applicant must submit updated window specifications to staff for review, prior to purchase and installation. For more assistance, the applicant may request the window supplier to coordinate with staff directly for verification.

Historic Design Guidelines, Chapter 3, Guidelines for Additions

1. Massing and Form of Residential Additions

A. GENERAL

i. *Minimize visual impact*—Site residential additions at the side or rear of the building whenever possible to minimize views of the addition from the public right-of-way. An addition to the front of a building would be inappropriate.

ii. *Historic context*—Design new residential additions to be in keeping with the existing, historic context of the block. For example, a large, two-story addition on a block comprised of single-story homes would not be appropriate.

iii. *Similar roof form*—Utilize a similar roof pitch, form, overhang, and orientation as the historic structure for additions.

iv. *Transitions between old and new*—Utilize a setback or recessed area and a small change in detailing at the seam of the historic structure and new addition to provide a clear visual distinction between old and new building forms.

B. SCALE, MASSING, AND FORM

i. *Subordinate to principal facade*—Design residential additions, including porches and balconies, to be subordinate to the principal façade of the original structure in terms of their scale and mass.

ii. *Rooftop additions*—Limit rooftop additions to rear facades to preserve the historic scale and form of the building from the street level and minimize visibility from the public right-of-way. Full-floor second story additions that obscure the form of the original structure are not appropriate.

iii. *Dormers*—Ensure dormers are compatible in size, scale, proportion, placement, and detail with the style of the house. Locate dormers only on non-primary facades (those not facing the public right-of-way) if not historically found within the district.

iv. *Footprint*—The building footprint should respond to the size of the lot. An appropriate yard to building ratio should be maintained for consistency within historic districts. Residential additions should not be so large as to double the existing building footprint, regardless of lot size.

v. Height—Generally, the height of new additions should be consistent with the height of the existing structure. The maximum height of new additions should be determined by examining the line-of-sight or visibility from the street. Addition height should never be so contrasting as to overwhelm or distract from the existing structure.

2. Massing and Form of Non-Residential and Mixed-Use Additions

A. GENERAL

i. *Historic context*—Design new additions to be in keeping with the existing, historic context of the block. For example, additions should not fundamentally alter the scale and character of the block when viewed from the public right-of-way.

ii. *Preferred location*—Place additions at the side or rear of the building whenever possible to minimize the visual impact on the original structure from the public right of way. An addition to the front of a building is inappropriate.

iii. *Similar roof form*—Utilize a similar roof pitch, form, and orientation as the principal structure for additions, particularly for those that are visible from the public right-of-way.

iv. *Subordinate to principal facade*—Design additions to historic buildings to be subordinate to the principal façade of the original structure in terms of their scale and mass.

v. *Transitions between old and new*—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.

B. SCALE, MASSING, AND FORM

i. *Height*—Limit the height of side or rear additions to the height of the original structure. Limit the height of rooftop additions to no more than 40 percent of the height of original structure.

ii. *Total addition footprint*—New additions should never result in the doubling of the historic building footprint. Full-floor rooftop additions that obscure the form of the original structure are not appropriate.

3. Materials and Textures

A. COMPLEMENTARY MATERIALS

i. *Complementary materials*—Use materials that match in type, color, and texture and include an offset or reveal to distinguish the addition from the historic structure whenever possible. Any new materials introduced to the site as a result of an addition must be compatible with the architectural style and materials of the original structure.

ii. *Metal roofs*—Construct new metal roofs in a similar fashion as historic metal roofs. Refer to the Guidelines for Alternations and Maintenance section for additional specifications regarding metal roofs.

iii. *Other roofing materials*—Match original roofs in terms of form and materials. For example, when adding on to a building with a clay tile roof, the addition should have a roof that is clay tile, synthetic clay tile, or a material that appears similar in color and dimension to the existing clay tile.

B. INAPPROPRIATE MATERIALS

i. *Imitation or synthetic materials*—Do not use 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.

C. REUSE OF HISTORIC MATERIALS

i. *Salvage*—Salvage and reuse historic materials, where possible, that will be covered or removed as a result of an addition.

4. Architectural Details

A. GENERAL

i. *Historic context*—Design additions to reflect their time while respecting the historic context. Consider character-defining features and details of the original structure in the design of additions. These architectural details include roof form, porches, porticos, cornices, lintels, arches, quoins, chimneys, projecting bays, and the shapes of window and door openings.

ii. *Architectural details*—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.

iii. *Contemporary interpretations*—Consider integrating contemporary interpretations of traditional designs and details for additions. Use of contemporary window moldings and door surroundings, for example, can provide visual interest while helping to convey the fact that the addition is new.

5. Mechanical Equipment and Roof Appurtenances

A. LOCATION AND SITING

i. *Visibility*—Do not locate utility boxes, air conditioners, rooftop mechanical equipment, skylights, satellite dishes, cable lines, and other roof appurtenances on primary facades, front-facing roof slopes, in front yards, or in other locations that are clearly visible from the public right-of-way.
ii. *Service Areas*—Locate service areas towards the rear of the site to minimize visibility from the public right-of-way. Where service areas cannot be located at the rear of the property, compatible screens or buffers will be required.
B. SCREENING
i. *Building-mounted equipment*—Paint devices mounted on secondary facades and other exposed hardware, frames, and piping to match the color scheme of the primary structure or screen them with landscaping.
ii. *Freestanding equipment*—Screen service areas, air conditioning units, and other mechanical equipment from public view using a fence, hedge, or other enclosure.
iii. *Roof-mounted equipment*—Screen and set back devices mounted on the roof to avoid view from public right-of-way.

6. Designing for Energy Efficiency
A. BUILDING DESIGN
i. *Energy efficiency*—Design additions and new construction to maximize energy efficiency.
ii. *Materials*—Utilize green building materials, such as recycled, locally-sourced, and low maintenance materials whenever possible.
iii. *Building elements*—Incorporate building features that allow for natural environmental control – such as operable windows for cross ventilation.
iv. *Roof slopes*—Orient roof slopes to maximize solar access for the installation of future solar collectors where compatible with typical roof slopes and orientations found in the surrounding historic district.
B. SITE DESIGN
i. *Building orientation*—Orient new buildings and additions with consideration for solar and wind exposure in all seasons to the extent possible within the context of the surrounding district.
ii. *Solar access*—Avoid or minimize the impact of new construction on solar access for adjoining properties.
C. SOLAR COLLECTORS
i. *Location*—Locate solar collectors on side or rear roof pitch of the primary historic structure to the maximum extent feasible to minimize visibility from the public right-of-way while maximizing solar access. Alternatively, locate solar collectors on a garage or outbuilding or consider a ground-mount system where solar access to the primary structure is limited.
ii. *Mounting (sloped roof surfaces)*—Mount solar collectors flush with the surface of a sloped roof. Select collectors that are similar in color to the roof surface to reduce visibility.
iii. *Mounting (flat roof surfaces)*—Mount solar collectors flush with the surface of a flat roof to the maximum extent feasible. Where solar access limitations preclude a flush mount, locate panels towards the rear of the roof where visibility from the public right-of-way will be minimized.

Standard Specifications for Windows in Additions and New Construction

- GENERAL: New windows on additions should relate to the windows of the primary historic structure in terms of materiality and overall appearance. Windows used in new construction should be similar in appearance to those commonly found within the district in terms of size, profile, and configuration. While no material is expressly prohibited by the Historic Design Guidelines, a high-quality wood or aluminum-clad wood window product often meets the Guidelines with the stipulations listed below. Whole window systems should match the size of historic windows on property unless otherwise approved.
- SIZE: Windows should feature traditional dimensions and proportions as found within the district.
- SASH: Meeting rails must be no taller than 1.25”. Stiles must be no wider than 2.25”. Top and bottom sashes must be equal in size unless otherwise approved.
- DEPTH: There should be a minimum of 2” 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.
- TRIM: Window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail. Window track components such as jamb liners must be painted to match the window trim or concealed by a wood window screen set within the opening.

- GLAZING: Windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature real exterior muntins.
- COLOR: Wood windows should feature a painted finished. If a clad product is approved, white or metallic manufacturer's color is not allowed, and color selection must be presented to staff.
- INSTALLATION: Wood windows should be supplied in a block frame and exclude nailing fins. Window opening sizes should not be altered to accommodate stock sizes prior to approval.
- FINAL APPROVAL: If the proposed window does not meet the aforementioned stipulations, then the applicant must submit updated window specifications to staff for review, prior to purchase and installation. For more assistance, the applicant may request the window supplier to coordinate with staff directly for verification.

FINDINGS:

a. The primary structure at 502 N Cherry is a 1-story, single-family residence constructed circa 1920 in the Folk Victorian style. The structure first appears on the 1931 Sanborn Map. The structure features a cross gable standing seam metal roof with boxed-in eaves, vinyl siding, non-original one-over-one wood windows, and an asymmetrical front porch with decorative metal post supports and handrails. The property is contributing to the Dignowity Hill Historic District.

b. WINDOW REPLACEMENT: EXISTING CONDITION – The applicant has requested to replace twelve (12) existing wood windows with Jeld-Wen 2500 fully wood windows. Staff completed a site visit to assess the condition of the windows on August 15, 2024. Staff observed that the existing wood windows do not exhibit signs of wood rot or severe deterioration; however, staff finds that the existing wood windows are likely not original to the structure. The interior walls show evidence that several window openings have been modified over time. Staff finds that while the windows are in repairable condition, they are previous replacement windows.

c. WINDOW REPLACMEMENT: ENERGY EFFICIENCY AND MAINTENANCE – In terms of efficiency, in most cases, windows only account for a fraction of heat gain/loss in a building. Improving the energy efficiency of historic windows should be considered only after other options have been explored such as improving attic and wall insulation. The original windows feature single-pane glass which is subject to radiant heat transfer. Products are available to reduce heat transfer such as window films, interior storm windows, and thermal shades. The historic house already features an inherent barrier in window screens. Additionally, air infiltration can be mitigated through weatherstripping or readjusting the window assembly within the frame, as assemblies can settle or shift over time. The wood windows were designed specifically for this structure and can accommodate the natural settling and movement of the structure as a whole throughout seasons. Modern replacement products are extremely rigid, often resulting in the creation of gaps, cracks, and major points of air infiltration at the window frames and other areas of the exterior wall plane over time due to material incompatibility when considering the structure as whole integrated system.

d. WINDOW REPLACEMENT: WASTE AND LIFESPAN – Over 112 million windows end up in landfills each year, and about half are under 20 years old. Historic wood windows were constructed to last 100+ years with old growth wood, which is substantially more durable than modern wood and clad products, and original windows that are restored and maintained over time can last for decades. Replacement window products have a much shorter lifespan, around 10-20 years, and cannot be repaired once they fail. On average, over the lifetime of an original wood window, replacement windows will need to be again replaced at least 4 times. The total lifecycle cost of replacement windows is also much more energy intensive than the restoration of existing windows, including material sourcing and the depletion of natural resources and forests, petroleum-heavy manufacturing methods, transportation, and installation. Finally, window repair and restoration utilizes the local labor and expertise of craftspeople versus off-the-shelf, non-custom composite products. Staff generally encourages the repair and restoration of original windows whenever possible.

e. WINDOW REPLACEMENT – The applicant has requested to replace twelve (12) existing wood windows with Jeld-Wen 2500 fully wood windows. Two (2) existing wood windows at the rear of the structure will be removed to accommodate the proposed rear addition. According to the Historic Design Guidelines, historic wood windows should be repaired in place and restored whenever possible, unless there is substantial evidence that the windows are deteriorated beyond repair. Guideline 6.B.iv for Exterior Maintenance and Alterations states that new windows should be installed to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair. As noted in finding b, staff finds that he existing wood windows, while repairable, are likely not original to the structure and there is evidence that several window opening have been modified over time. Replacement

windows should be fully wood and conform to the Historic Design Guidelines. Staff finds that the proposed replacement windows are appropriate and consistent with staff's standard window specifications. Any wood windows removed for replacement should be salvaged and stored on site for future use or sold or donated to a local architectural salvage store.

f. ADDITION: LOT COVERAGE – The applicant has proposed to construct a 1-story rear addition. The total square footage of the primary structure is 1,253 square feet. According to the Historic Design Guidelines, the building footprint for new construction should be limited 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. A building footprint should respond to the size of the lot. The applicant has proposed a total square footage of 698 square feet for the addition and a total square footage of 1,951 for the primary structure and the proposed addition with a total lot coverage of 42 percent. Staff finds the proposal consistent with the Guidelines.

g. ADDITION: MASSING AND FOOTPRINT – The applicant has proposed to construct an approximately 698-square-foot, 1-story rear addition. The original primary structure is 1,253 square feet. Guideline 1.B.i for Additions stipulates that residential additions should be designed to be subordinate to the principal façade of the original structure in terms of scale and mass. Guideline 2.B.iv for Additions states that the building footprint should respond to the size of the lot. An appropriate yard to building ratio should be maintained for consistency within historic districts. Residential additions should not be so large as to double the existing building footprint, regardless of lot size. The proposed addition will not extend past the existing footprint. Staff finds the proposal consistent with the Guidelines.

h. ADDITION: ROOF – The applicant has proposed to install a front gable roof form with a shed roof extension on the addition. The roof form of the addition will be highly visible from the public right-of-way along N Cherry and Dawson Streets. Guideline 1.A.iii for Additions stipulates that residential additions should utilize a similar roof pitch, form, overhang, and orientation as the historic structure. Staff finds the proposed roof form generally appropriate.

i. ADDITION: ROOF MATERIAL – The applicant has proposed to install a standing seam metal roof on the rear addition to match the existing roof material on the primary structure. Guideline 3.A.iii for Additions stipulates that original roofs should be matched in terms of form and materials. For example, when adding on to a building with a clay tile roof, the addition should have a roof that is clay tile, synthetic clay tile, or a material that appears similar in color and dimension to the existing clay tile. The standing seam metal roof must feature panels that are 18 to 21 inches wide, seams that are 1 to 2 inches high, a crimped ridge seam, and match the current finish or a standard galvalume finish. Panels should be smooth without striation or corrugation. Ridges are to feature a double-munch or crimped ridge configuration; no vented ridge caps or end caps are allowed. All chimney, flue, and related existing roof details must be preserved. An inspection must be scheduled with OHP staff prior to the start of work to verify that the roofing material matches the approved specifications. No modifications to the existing roof pitch or roof form of the primary structure are requested at this time. Staff finds the proposal consistent with the Guidelines.

j. ADDITION: REAR WINDOW AND DOOR REMOVAL – The proposed addition will require the removal of two (2) one-over-one wood windows (windows #11 and #10), four (4) aluminum replacement windows (windows #12, #13, #14, and #15), and one (1) door. According to Guideline 6.A.i for Additions, filling in historic openings should be avoided, especially when visible from the public right-of-way. This element is not visible from the public right-of-way. Staff finds the proposal acceptable given the location of the rear addition and the removal of incompatible replacement windows; however, staff finds that the two (2) one-over-one wood windows should be salvaged, repaired, and re-installed on the new addition or stored on site for future use.

k. ADDITION: NEW WINDOWS AND DOORS: SIZE AND PROPORTION – The applicant has proposed to install windows with traditional proportions on the north, east, and south elevations of the addition. Staff's standard window specifications state that new windows should feature traditional dimensions and proportions as found within the district. Staff finds the size and proportion of the proposed windows to be appropriate.

l. ADDITION: 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. The applicant has proposed to install one (1) window on the south elevation facing Dawson Street, two (2) windows on the east (rear) elevation, and no window openings on the north elevation of the addition. This

fenestration pattern is not typical for historic structures. Staff finds that the applicant should incorporate additional window openings on the south and north elevations to create a more traditional fenestration pattern.

m. ADDITION: MATERIALS: NEW WINDOWS AND DOORS – The applicant has proposed to install Jeld-Wen 2500 fully wood windows. 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. Wood or aluminum-clad 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. Staff finds the proposal consistent with the Guidelines.

n. ADDITION: MATERIALS: FAÇADE – The applicant has proposed to install T117 wood siding on the rear addition to match the existing siding on the primary structure that is intact beneath the vinyl siding. Guideline 3.A.i for Additions stipulates that additions should use materials that match in type, color, and texture and include an offset or reveal to distinguish the addition from the historic structure whenever possible. Any new materials introduced to the site as a result of an addition must be compatible with the architectural style and materials of the original. Staff finds the proposal consistent with the Guidelines.

o. ADDITION: ARCHITECTURAL DETAILS – The applicant has proposed to construct a 1-story rear addition. Guideline 4.A.ii for Additions states that additions should 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. Guideline 4.A.iii for Additions states that applicants should consider integrating contemporary interpretations of traditional designs and details for additions. Use of contemporary window moldings and door surroundings, for example, can provide visual interest while helping to convey the fact that the addition is new. Guideline 2.A.v recommends that 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. The applicant has proposed the installation of a trim piece on the north and south elevations. Staff finds the proposal appropriate.

RECOMMENDATION:

Item 1, staff recommends approval of window replacement based on findings a through e with the following stipulations:

i. That the applicant installs fully wood windows that meet staff's standard window stipulations and submits updated specifications to staff for review and approval. The proposed Jeld-Wen 2500 wood window product is appropriate. The windows should 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.

ii. That any wood windows removed for replacement should be salvaged and stored on site for future use or sold or donated to a local architectural salvage store.

Item 2, staff recommends approval of the construction of a 1-story rear addition based on findings f through n with the following stipulations:

i. That the applicant installs a standing seam metal roof featuring panels that are 18 to 21 inches wide, seams that are 1 to 2 inches high, a crimped ridge seam, and match the current finish or a standard galvalume finish. Panels should be smooth without striation or corrugation. Ridges are to feature a double-munch or crimped ridge configuration; no vented ridge caps or end caps are allowed. All chimney, flue, and related existing roof details must be preserved. An inspection must be scheduled with OHP staff prior to the start of work to verify that the roofing material matches the approved specifications.

ii. That the applicant submits a salvage plan for any reusable material removed to accommodate the rear addition to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding i.

iii. That the two (2) one-over-one wood windows (windows #10 and #11) proposed for removal to accommodate the addition are salvaged, repaired, and re-installed on the proposed addition or are stored on site for future use based on finding j. The applicant is required to submit a salvage and re-use plan for the windows to staff for review and approval prior to the issuance of a Certificate of Appropriateness.

iv. That the applicant incorporates additional window openings to create a more traditional fenestration pattern on the north and south elevations based on finding l. The applicant must submit updated drawings to staff for review and approval prior to the issuance of a Certificate of Appropriateness.

City of San Antonio One Stop

August 16, 2024

User drawn lines

1:1,000

0 0.0075 0.015 0.03 mi

0 0.0125 0.025 0.05 km

City of San Antonio GIS
Copyright 8-16-2024

127

145

146

133

124

126

129

128

N. WALNUT

N. CHERRY

N. MESQUITE

N. EDA

NOLAN

DAWSON

ALLEY

STARR

GALLAGHER

BROWN

GLORIETTA ST

559

560

567

568

574

575

BROWN WOOD & COAL YARD

LANGE SOAP

LANGE SOAP CO.

SAN ANTONIO OIL WORKS. COTTON OIL MILL.

SAN ANTONIO MILLING CO. COTTON GIN. LEASED BY LANGE SOAP CO.

MERCHANTS COLD STORAGE CO.

STAR FLORAL CO CHRIS HAUSER JR. PROPR.

NICHOLS GROCERY CO. STABLES.

Scale of Feet.

San Antonio, Vol. 2

127

124

126

146

133

129

N. EDA

N. WALNUT (SUNSET ROUTE)

G. H. & S. A. R. R. (SOUTHERN PACIFIC)

N. CHERRY

N. MESQUITE

NOLAN

DAWSON

E. HOUSTON (STARR)

GALLAGHER ALLEY

BROWN (ALLEY)

CONCRETE 145 GRADE CROSSING.

NOT PAVED

MACADAMIZED

GRAVELED

6" W. PIPE

8" W. PIPE

3" W. PIPE

GEO. T. JAMBERS BLDG MATERIAL

SHED

559

567

568

574

575

BLK 559 17

BLK 559 29

R. OF 517 CHERRY

R. OF 418 NOLAN

R. OF 528 NOLAN

R. OF 430 DAWSON

R. OF 513 MESQUITE

SAND & GRAVEL YARD

OIL HO.

3- ELEC ICE MACHINES

FREEZING TANKS

FREEZING TANKS

POULTRY

STGE

TRUNK FACTORY

LAUNDRY POWER & LIGHTS ELEC MOTOR

TURNER ROOFING & SUPPLY CO. WAREHO. WOOD TRUSS RF NEAT STOVE LIGHTS ELEC

TIN SHOP

STORAGE

WOOD YARD

STAR FLORAL CO. CHRIS. HAUSER, JR. Propr. GREEN HOUSES. GLASS ROOFS AND SIDES.

GREEN HO. GLASS ROOFS & SIDES

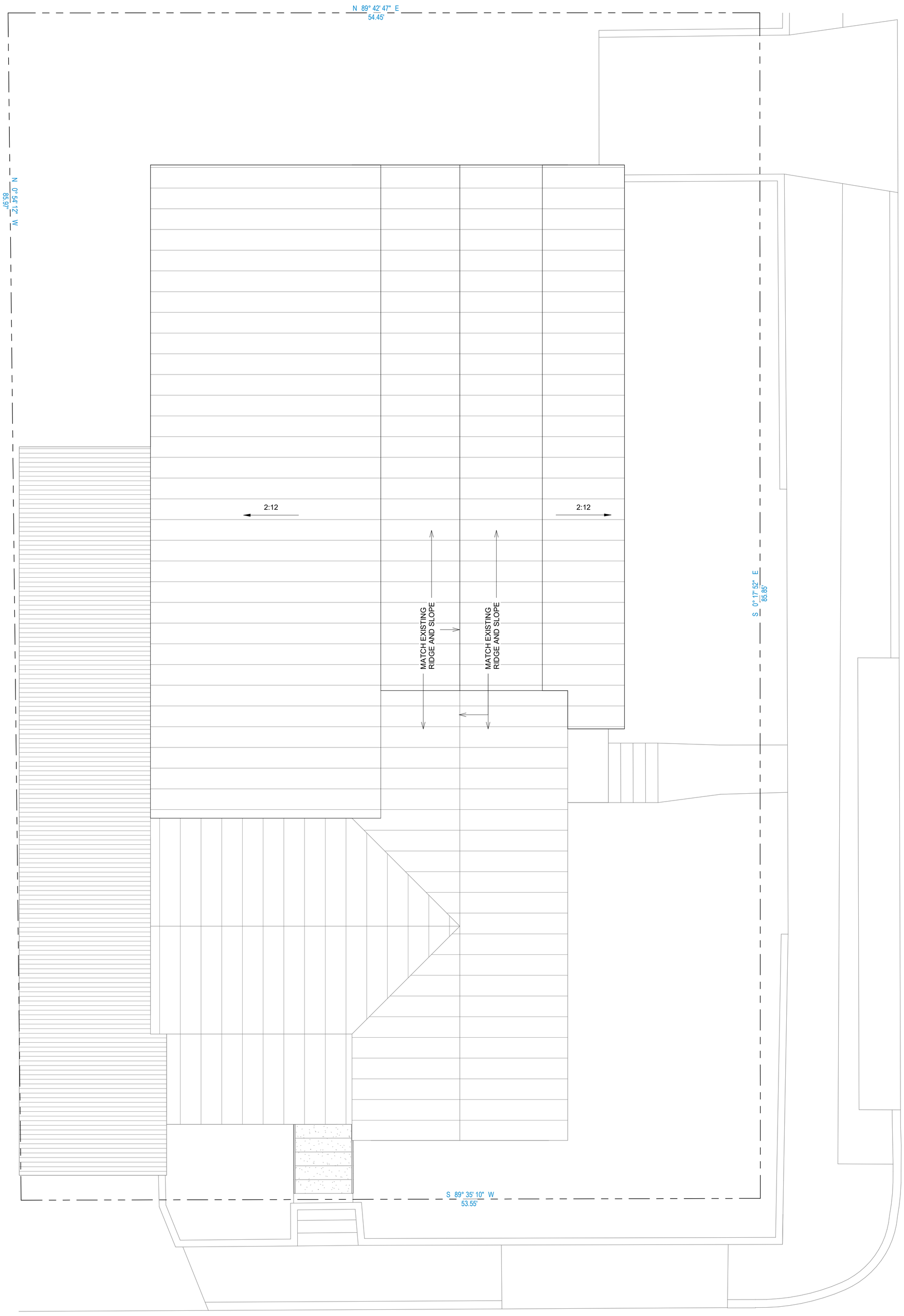
SHED

BLK 568

BLK 575

Scale of Feet.

Original located at San Antonio Public Library Special Collections



Project number	Project Number
07-25-2024	

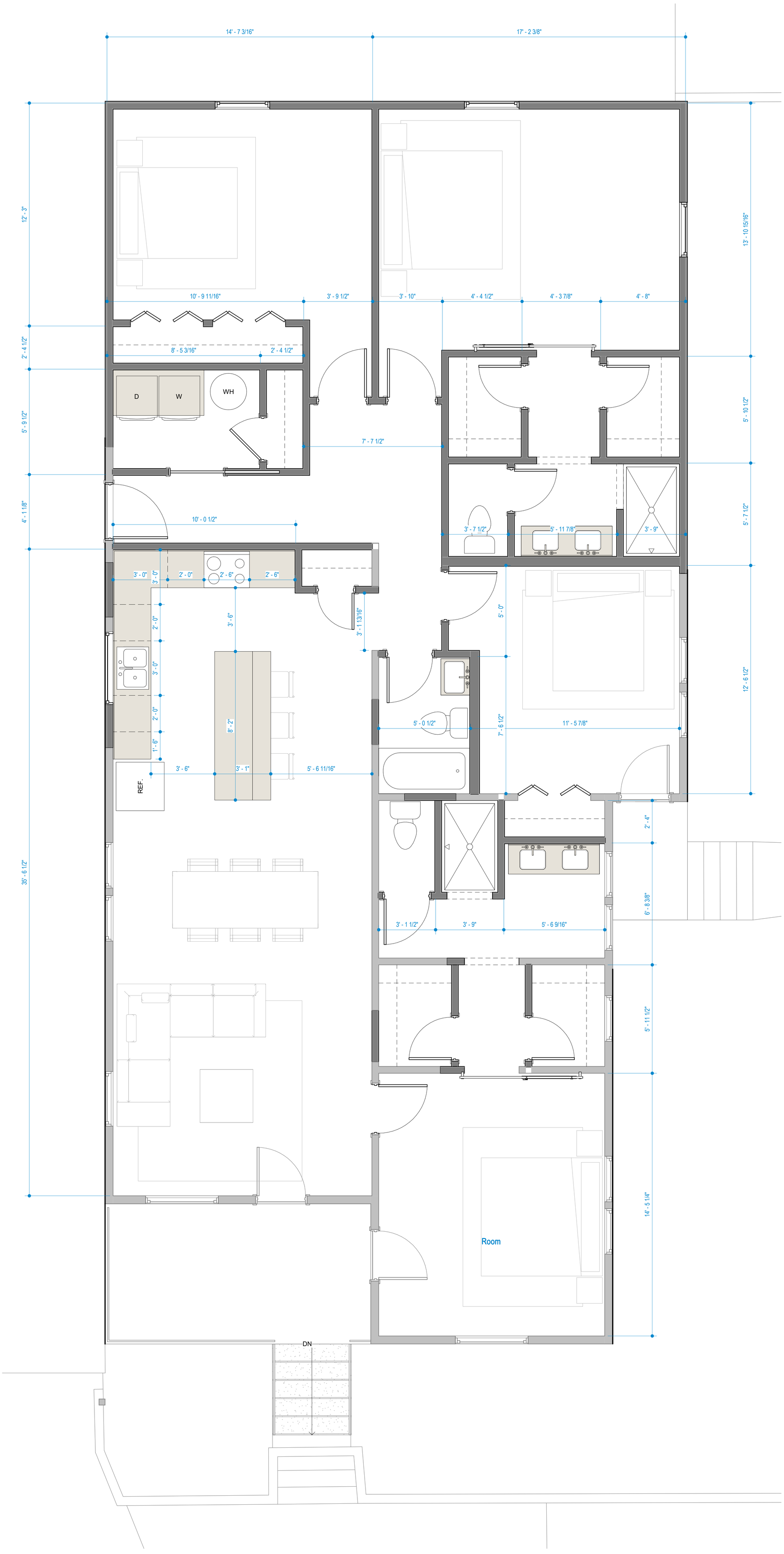
1.0
SCHEMATIC SITE PLAN

502 N. CHERRY

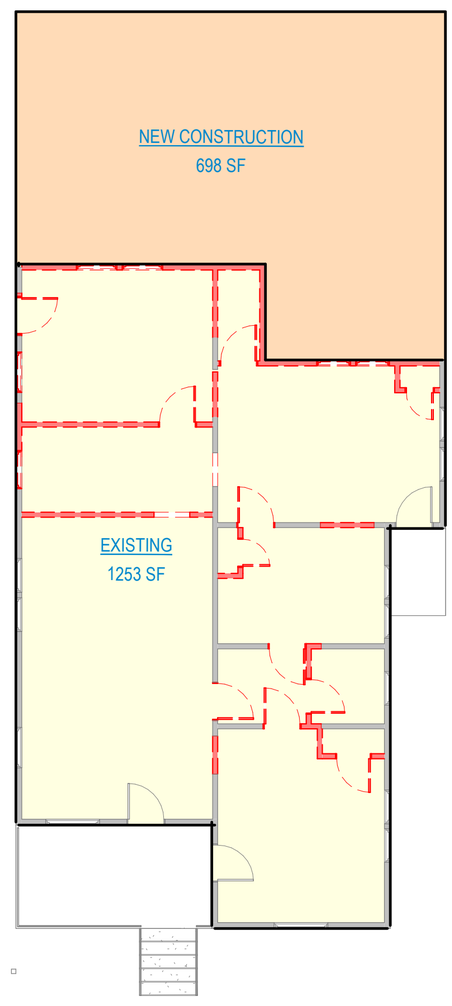
SAN ANTONIO, TEXAS

No.	Description	Date

MAVE CONSULTING



1 FLOOR PLAN
3/8" = 1'-0"



2 FLOOR PLAN
1/8" = 1'-0"

NEW WALL / PARTITION
EXISTING TO REMAIN
EXISTING TO REMOVE

Project number	Project Number
07-25-2024	

1.1 SCHEMATIC FLOOR PLAN

502 N. CHERRY

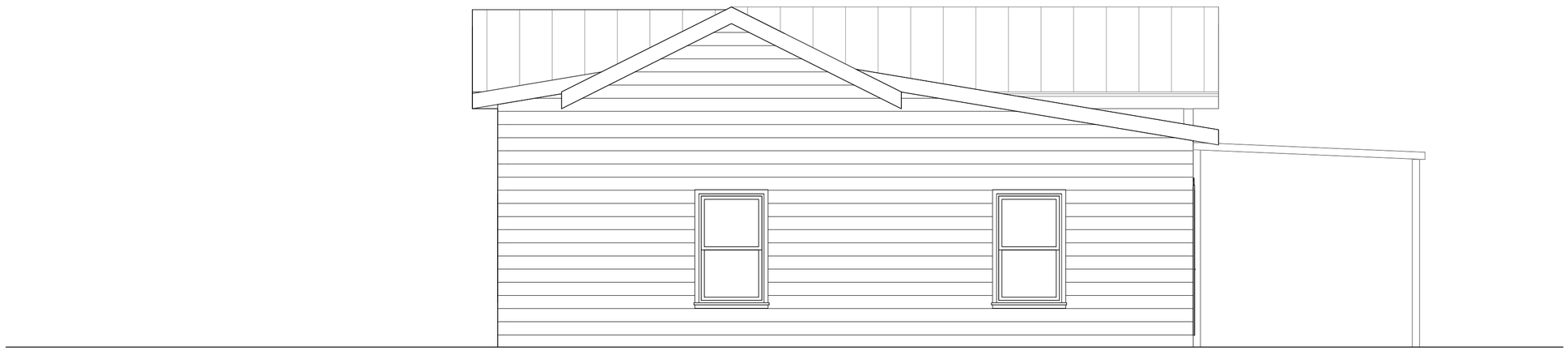
SAN ANTONIO, TEXAS

No.	Description	Date

MAVE CONSULTING

1 WEST
1/4" = 1'-0"

2 SOUTH
1/4" = 1'-0"



3 EAST
1/4" = 1'-0"

4 NORTH
1/4" = 1'-0"

Project number 07-25-2024

Project Number

2.0
ELEVATIONS

502 N. CHERRY

SAN ANTONIO, TEXAS

No.	Description	Date

MAVE CONSULTING

502 N. CHERRY

SAN ANTONIO, TEXAS

No.	Description	Date

MAVE CONSULTING

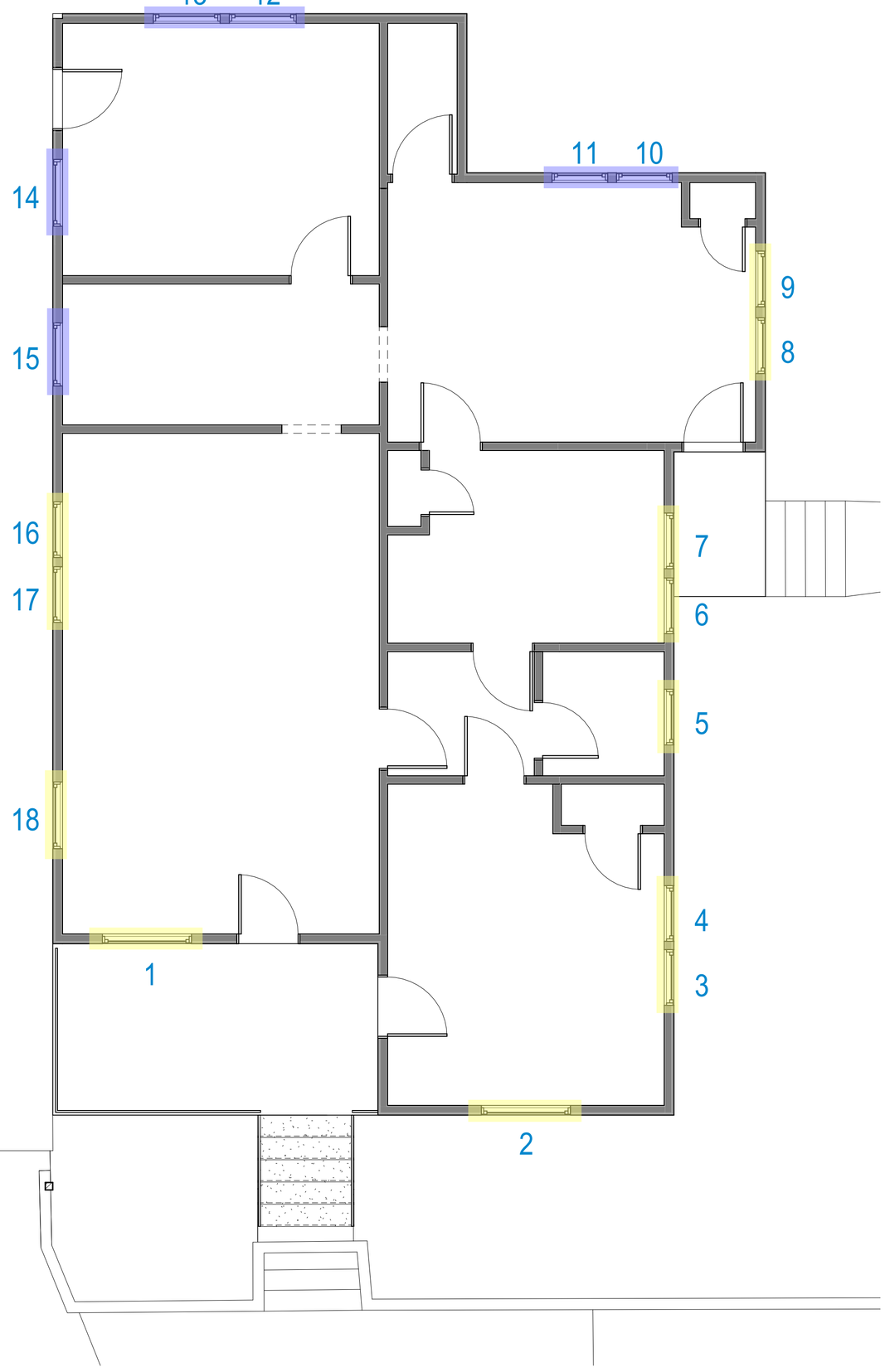
Project number 07-25-2024

Project Number

2.1 EXISTING CONDITIONS

TO BE REPLACED

TO BE REMOVED



1 FLOOR PLAN - EXISTING
1/4" = 1'-0"

502 N. CHERRY

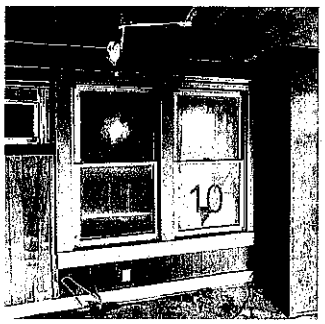
SAN ANTONIO, TEXAS

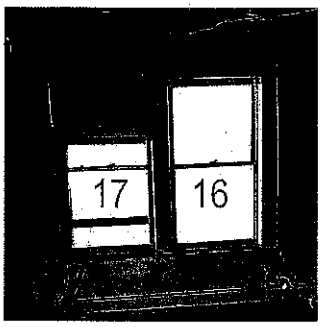
No.	Description	Date

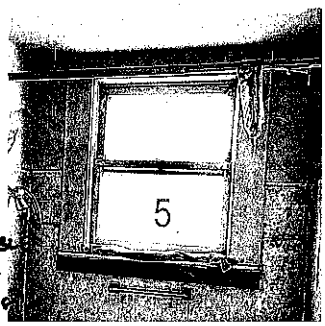
MAVE CONSULTING

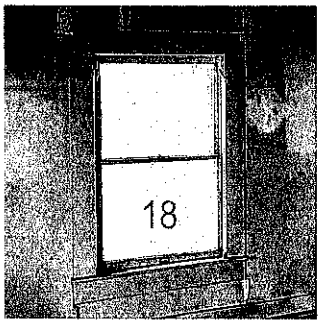
1.9 EXISTING WINDOWS INTERIOR PHOTOS

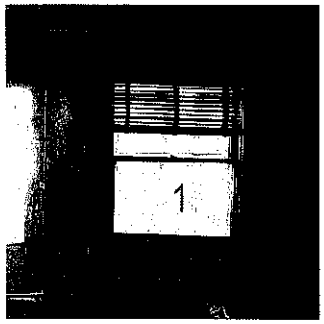
Project number 24-05
07-29-2024

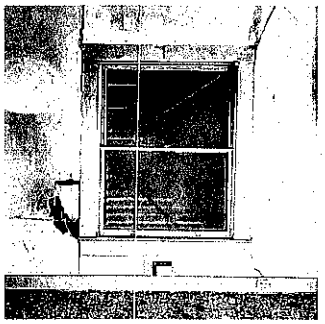


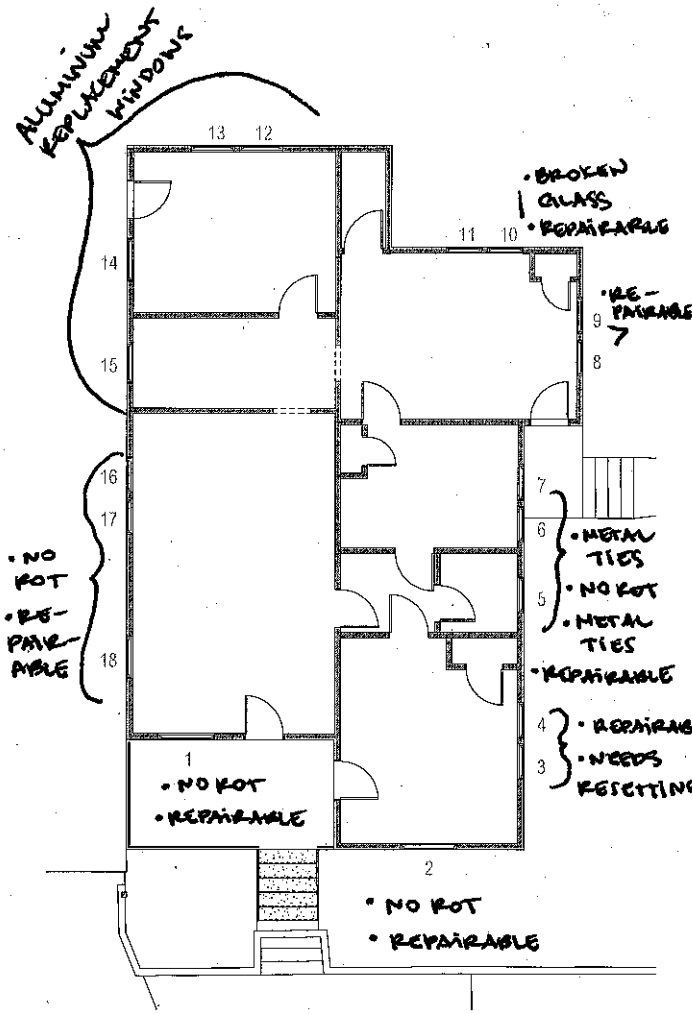












1 FLOOR PLAN - EXISTING
1/4" = 1'-0"

EXISTING WINDOWS AND DOOR PHOTOS

1.9

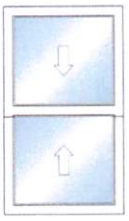
No.	Description	Date

502 N. CHERRY
SAN ANTONIO, TEXAS

MAVE CONSULTING

JELD-WEN WINDOWS & DOORS

Catalog Version 116



Frame Width = 35 3/8"
Frame Height = 60 1/2"
Sash Split = Even Divide

Line Number	Item Summary	Was Price	Now Price	Quantity	Total Savings	Total Price
200-1	35.375-in x 60.5-in JELD-WEN Wood W-2500 Double Hung	$487.41	$487.41	3	$0.00	$1,462.23
	Unit 200 Total:	**$487.41**	**$487.41**		**$0.00**	**$1,462.23**

Begin Line 200 Description

---- Line 200-1 ----

Wood W-2500,
Double Hung,
,
35.375 x 60.5
ProductTileBackendName =
Assembly = Full Unit,
Exterior Trim Type = Brickmould,
Exterior Trim Options = Sill Nosing & Casing Loose,
Regional Compliance = US National-WDMA/ASTM
Vent Division = Even Divide,
Order By = Rough Opening Size,
Rough Opening Width = 36 1/8",
Rough Opening Height = 61 1/4",
Exterior Trim Width = 38,
Exterior Trim Height = 62.28125
Species = Auralast Pine,
Interior Finish Type = Natural,
Finish - Interior = Natural,
Finish - Exterior = Primed,
Sash to Match Exterior Finish = Yes,
Finish - Sash (Exterior) = Primed

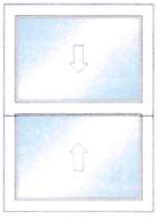
Jamb Width = 4 9/16"
Rating = PG 25,
Sill Nosing = Standard Sill Nosing,
Sill Horns = No Sill Horn,
Prep for Stool = No
Hardware Finish - Interior = White,
Number of Locks = 2,
Screen Options = Fiberglass Mesh,
Screen Finish = Brilliant White
Energy Efficiency = Energy Star,
Energy Star Zone = Energy Star - South-Central,
STC / OITC Rating = Standard,
Glazing = Insulated,
Glass Color = SunResist with HeatSave,
Glass Type = Annealed,
Neat Glass = Neat,
Glass Thickness = Standard Default Thickness,
Protective Film = Protective Film,
Spacer Color = Silver Spacer,
Glass Options = Argon
Grid Type = No Grids

Certification = None,
Jambliner = White Jambliner,
Jamb Liner Options = Compression Jambliner,
Sill Stop = Sill Stop Applied,
Sash Limiter = No Sash Limiter,
Finger Plows = Plow in Top & Bottom Rail
U-Factor = 0.25,
Solar Heat Gain Coefficient = 0.2,
Visible Light Transmittance = 0.46,
Condensation Resistance = 47,
CPD# = JEL-N-578-01934-00001,
Energy Star Qualified = Northern; North-Central; South-Central; Southern
Room Location = Not Specified,
Is This a Remake = No,
Specific Information = Not Specified
Manufacturer = JELD-WEN, Rantoul(IL),
Contact Number = 1-800-246-9131 Option 2,
Catalog Version Date = 03/15/2022,
Catalog Version = 22.1.3.1
None

End Line 200 Description

JELD-WEN WINDOWS & DOORS

Catalog Version 116



Frame Width = 35 3/8"
Frame Height = 48 1/2"
Sash Split = Even Divide

Line Number	Item Summary	Was Price	Now Price	Quantity	Total Savings	Total Price
300-1	35.375-in x 48.5-in JELD-WEN Wood W-2500 Double Hung	$443.24	$443.24	3	$0.00	$1,329.72
	Unit 300 Total:	**$443.24**	**$443.24**		**$0.00**	**$1,329.72**

Begin Line 300 Description

---- Line 300-1 ----

Wood W-2500,
Double Hung,
,

Jamb Width = 4 9/16"
Rating = PG 25,
Sill Nosing = Standard Sill Nosing,

Certification = None,
Jambliner = White Jambliner,
Jamb Liner Options = Compression Jambliner,