



# The City of **NORMAN**

201 West Gray • P.O. Box 370  
Norman, Oklahoma • 73070

HISTORIC DISTRICT COMMISSION  
(405) 366-5332

July 5, 2013

Jeff Murphy and Li Yang  
322 Alameda  
Norman, Oklahoma 73069

RE: Certificate of Appropriateness at 322 Alameda

Dear Jeff and Li:

This letter is to follow up on the Historic District Commission's decision on Monday, July 1, 2013 regarding your request for Certificate of Appropriateness (COA) at 322 Alameda. Your COA request was to retain 15 vinyl windows that were recently installed at the property.

While commissioners empathized with your deep frustration that you were unaware that your property was located in the Miller Historic District, the Commission is charged with applying the Historic Preservation Guidelines fairly and consistently to all applications.

Their unanimous decision, based on the tenets of the Historic Preservation Guidelines, was that the vinyl windows must be replaced with one-over-one wood windows. This is the material and configuration of the majority of windows that were removed from the house. The Commission added that the two windows you assert were aluminum could be replaced in kind or could be replaced with wood in the one-over-one configuration.

The Commission Chairman proposed a window replacement schedule that could take place over a period of three years. The commission chose not to make a decision on that particular issue, indicating that the details of a replacement schedule should be worked out between you, the applicant, and City staff.

As you are aware, you have the right to appeal this decision to the City Council. The deadline to do so is 5PM July 11, 2013. If you choose to exercise this option, please address a letter stating your intent to appeal the decision of the Historic District Commission to Norman City Clerk Brenda Hall. If you need to contact the City Clerk for more information about the appeals process, her number is 366-5405.

If choose not to appeal the Commission's decision, we will develop a written agreement to be signed by you and City staff establishing the conditions of the three-year replacement schedule that will allow you to comply with the requirements of the Historic District Ordinance.

Sincerely,

A handwritten signature in black ink, reading "Susan Atkinson". The signature is fluid and cursive, with a large initial "S" and "A".

Susan Atkinson, AICP  
Historic Preservation Officer

Attachments: agenda, staff report