

City of Norman Historic District Commission
APPLICATION for CERTIFICATE of APPROPRIATENESS (COA)
Revised and Adopted: March 2006

Applicant's Name JEFF MURPHY
Mailing Address 322 ALAMEDA Street
Phone Number(s) 478 293 9483
Relationship of Applicant to Owner OWNER
Property Address 322 ALAMEDA STREET
Historic District MILLER

For assistance, call Susan Atkinson, Historic Preservation Officer, 366-5392

ADMIN USE ONLY:

Memo to Building Official:

Certificate of Appropriateness (COA) has been:

- ◇ **APPROVED.** Release building permit.
- ◇ **APPROVED WITH CONDITIONS.** Release building permit in accordance with conditions as specified and attached.
- ◇ **DENIED.** Do not release building permit or allow work to commence.

PROPOSED WORK

Please describe your proposed work simply and accurately. Attach extra sheets if necessary and supplemental materials as requested in the submittal checklist on page 2.

I INTEND TO REPLACE 17 ROTTING ~~for~~ INOPERABLE

WOODEN ONE OVER ONE AND ALUMINUM WINDOWS. ALL

DO NOT OPEN AND ARE INEFFICIENT. THE WINDOWS ARE

TO BE REPLACED WITH VINYL ONE OVER ONE & VINYL CASEMENTS

Signature of Applicant:

Jeff Murphy

Date:

05/17/2013

Signature of Owner:

(IF NOT APPLICANT)

Date:

APPLICATION DEADLINE

In order to be considered at the next Historic District Commission meeting (1st Monday of each month, 7:00 PM) COA application materials must be completed and submitted by 5:00 PM at least 24 calendar days in advance of the meeting. This form, along with any supporting documentation must be submitted by mail or in person to the City's Historic Preservation Officer or designee at Norman City Hall, Office of Planning & Community Development, 201 West Gray, Bldg. A, Norman, Oklahoma, 73069.

Use the enclosed submittal checklist as a guide to completing the application. Incomplete COA applications cannot be reviewed and will be returned to you for more information. Prior to submittal, applicants are strongly encouraged to contact the Historic Preservation Officer (405)366-5392 to discuss the application.

NO CHANGES ONCE COA IS ISSUED

It is understood that once a COA application has been approved, NO CHANGES OF ANY SORT SHALL BE MADE that would alter the exterior appearance from that of the plan as approved without first seeking approval from the Historic District Commission. Failure to abide by this restriction will result in a STOP WORK ORDER and may result in the City of Norman filing charges against the property owner in Municipal Court.

IF COA APPLICATION IS DENIED

In the event an application is denied, applicants have the right to appeal to the Norman City Council within 10 days of the Historic District Commission's decision. Applicants may initiate an appeal by filing a "Notice of Appeal" in the Office of the City Clerk. Such "Notice of Appeal" shall be docketed for placement on the City Council Agenda within 30 days of filing. Aggrieved persons must exhaust all administrative processes before any appeal is valid.

AFTER COA IS APPROVED, there is a 10-day appeal period before COA can be issued.

STAFF REPORT

Item 2 of 2

Property Location: 322 Alameda
Miller Historic District

Applicant: Jeff and Li Murphy
322 Alameda

Request 1 • Install vinyl replacement windows throughout the house

Background: This contributing, one-story Bungalow-style structure has weatherboard siding, a decorative block foundation and a hipped roof. The wood windows are one-over-one and the non-original door has a fanlight. The partial porch has a clipped, front-gabled roof supported by red brick piers topped by tapered wood columns on a concrete base. Decorative details include exposed rafter tails and double windows.

Guideline Reference: The *Historic Preservation Handbook* addresses these issues in the following sections:

3.5 Guidelines for Windows and Doors:

.1 Retain Original Windows. *Retain and preserve original windows, including glass, frames, sash, muntins, sills, heads, moldings, surrounds, and hardware.*

.4 Replace Only Deteriorated Features. *If replacement of a deteriorated window or door feature or details is necessary, replace only the deteriorated feature in kind rather than the entire unit. Broken sash cords, for example, can be repaired and do not necessitate replacing an entire window. Match the original in design, dimension, placement, and material.*

.8 Window Replacement by COA. *A deteriorated window replacement, other than "like with like" as defined above requires a COA and shall conform to the following:*

- *Shall have a wood exterior, unless replacing a metal casement window*
- *Aluminum or vinyl cladding is not appropriate*
- *Light patterns same as the original window*

STAFF REPORT

- *Size and dimension the same as the original window*
- *Double-pane simulated divided lights with wood muntins on the exterior and interior and a shadow bar between the panes may be allowed for windows on the side or rear that are not visible from the street.*

Staff Comment:

This is an application to retain replacement windows that were installed in this structure without a Certificate of Appropriateness. The Historic District Commission will review the application in light of the *Historic Preservation Guidelines* as if the work had not already been carried out.

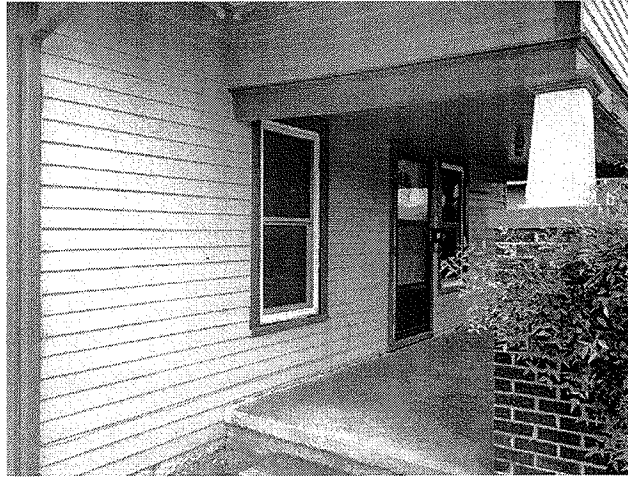
322 Alameda
Miller Historic District

July 1, 2013

322 Alameda: north elevation



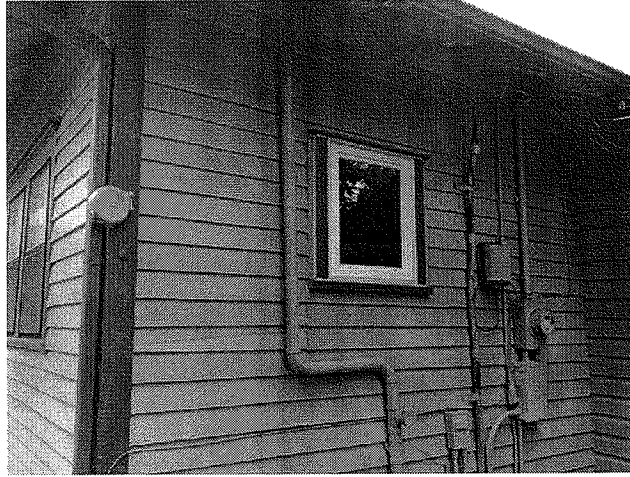
322 Alameda: northeast corner



322 Alameda: northwest corner



322 Alameda: south elevation



322 Alameda: west elevation

