

**HISTORIC RESOURCES COMMISSION**  
**MEETING MINUTES**  
**Thursday, March 20, 2014**  
**50 W. Gay Street, Ground Floor, Room ‘B’**

**Commissioners Present:** Beth Clark, Tom Wolf, Robert Palmer, Daniel Morgan (Excused—7:32)  
Steward Gibboney (Arrived—6:43).

**Commissioners Absent:** Charles Rowan, Abbie Faust.

**Historic Preservation Office Staff Present:** Randy Black.

**I. CALL TO ORDER – 6:30 p.m.**

[Note: Commissioner Palmer acting as Chair in absence of Chair and Vice-Chair]

**II. NEXT BUSINESS MEETING— Thursday, April 10, 2014.**

**III. NEXT COMMISSION MEETING— Thursday, April 17, 2014.**

**IV. SWEARING IN OF STAFF**

**V. APPROVAL OF Thursday, February 20, 2014 MEETING MINUTES**

MOTION: Clark/Morgan (3-0-1) [Palmer]—Meeting Minutes APPROVED

**VI. STAFF APPROVALS**

The Historic Resources Commission hereby accepts all Staff Approved items into the formal record. Votes are as indicated with abstentions (if any) shown in brackets immediately following the specific application.

MOTION: Clark/Morgan (4-0-0)—ACCEPTED INTO THE PERMANENT RECORD

**VII. PUBLIC FORUM**

**VIII. APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS**

[Note: All applicants and speakers are identified and sworn in prior to review by the Historic Resources Commission, in accordance with City standards for public meetings.]

**IX. APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS**

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**HOLDOVERS**

**1. 13-7-20—(Approved temporarily 8/15/13)**

**344 South High Street**

**South High Commercial Group Historic District**

**Alexandria Capital LLC/Attn.: Sani Mabouk (Applicant)**

*After the presentation by the Applicant/Owner and ensuing review and discussion, a motion was made, vote taken, and results recorded as indicated:*

Approve Application #13-7-20, 344 South High Street, South High Commercial Group Historic District, as submitted and with all clarifications noted:

**Install New Sign**

- Approve the installation of the new “SOFYANO Fine European Suit” framed sign on new metal bracket of appropriate dimensions.
- **Final location and placement of the new bracket to be submitted to the Historic Preservation Office staff for final review and approval prior to issuance of the Certificate of Appropriateness.**
- **The Applicant is directed to explore alternatives to installing the new sign bracket into the limestone, if any, and discuss final installation location and methodology determination with the H. P. O. staff for final approval.**

MOTION: Morgan/Clark (4-0-1) [Gibboney] APPROVED

## NEW APPLICATIONS

### 2. 14-3-3

**111 Riverview Park Drive**

**Old Beechwold Historic District**

**Mitch Jacob (Applicant/Owner)**

*Following the presentation by the Applicant/Owner and subsequent review by the commissioners present, a motion was made, vote taken, and results recorded into the permanent record.*

Recommend approval of Application #14-3-3, 111 Riverview Park Drive, Old Beechwold Historic District, as presented.

#### Install In-ground Swimming Pool

- Install fiberglass swimming pool in rear yard set in fifty feet (50') from the rear (south) property line per submitted site plan.
- New pool to measure fifteen feet by forty feet (15' X 40') and be installed per measured Mirage 530 Dig Plan submitted.
- New pool to have cement paver deck surround as indicated.

#### Replace Existing Fence—Rear Yard

- Replace the existing chain link and wire fence on the perimeter of the rear yard with a new forty-eight in high (48" H), chain link fence; color to be selected to blend in with the landscape and be as transparent as possible (ex. "dark green" or black). Final fence color to be submitted to the Historic Preservation Office staff for inclusion in the permanent file.
- This approval is made specific to the 111 Riverview Park Drive property due to the existing chain link fence currently in place and in light of the importance of the visual openness of the Old Beechwold Historic District landscape design.

MOTION: Clark/Morgan (5-0-0) APPROVED

### 3. 14-3-4a & b

**197 E. Oakland Avenue**

**Northwood Park Historic District**

**Lukas Porteus (Applicant/Owner)**

*Following Historic Preservation Officer Staff Report, the presentation by the Applicant, and subsequent review by the commissioners present, Application #14-3-4 was separated into parts 'a' and 'b' for clarity of action, corresponding motions were made, votes taken, and results recorded as indicated.*

#### **14-3-4a**

Recommend approval of Application #14-3-4a, 197 East Oakland Avenue, Northwood Park Historic District, as presented.

#### Paint House Complete

- Prepare all exterior, siding and trim on all elevations of the building using the appropriate hand tools.
- Solid prime all new and bare wood surfaces with the appropriate exterior primer according to manufacturer's specifications.
- Finish coat of all siding with Pittsburgh Paint schedule submitted: Siding/Body = "Dark Ash" (#513-6); Trim = "toasted Almond" (#414-3).

MOTION: Clark/Palmer (5-0-0) APPROVED

#### **14-3-4b**

Recommend approval of Application #14-3-4b, 197 East Oakland Avenue, Northwood Park Historic District, as presented.

#### Install Screened Rear Parking Pad

- Remove existing non-original and non-contributing fence and shed.
- Dispose of any/all debris per Columbus Building Code.
- Retain three foot wide (36" W) service walk and install new concrete service steps per submitted plans.
- Install eighteen inch high (18"H), "Buff" color "Tumbled Stone", retaining wall per submitted site plan and

specifications. New retaining wall to be constructed on north and east sides of the new parking area and maintain the existing rear yard height.

- Install two (2), new sixteen inch by six inch by forty-eight inch (16" x 6" x 48") sandstone steps for rear yard access to the new parking pad as indicated on the submitted site plan.
- Install a new concrete parking pad in rear yard for four (4) parking spaces with eight foot by eighteen foot (8' x 18') concrete parking pad sloped to ensure proper drainage per Columbus Building Code.
- **All work to be in accordance with the site details submitted on the site plan.**
- **Applicant to submit final landscaping plan for treatment of the north elevation (i.e. the 'house side') of the retaining wall to the Historic Preservation Office staff for review and approval prior to issuance of the Certificate of Appropriateness.**

MOTION: (4-1-0) [Wolf] APPROVED

4. 14-3-5

463 North High Street

Signcom Inc./Attn.: Melody Ward (Applicant)

North Market Historic District

Yankee Brothers LLC (Owner)

In the absence of the Applicant, continue Application #14-3-5, 463 North High Street, North Market Historic District, and direct the Historic Preservation Office staff to place on the April 17, 2014 meeting agenda as a Holdover for further consideration.

MOTION: Clark/Wolf (4-0-0) CONTINUED

**CONCEPTUAL REVIEWS**

5. 14-3-6

529 East Town Street

Matthew Loving (Applicant)

Conceptual

Demolition and Construction of New Carriage House w/New Addition

- Retain existing brick building.
- Remove frame portion of carriage house completely.
- Construct new, two-story low sloped roof connector to new one and one-half (1 ½) story addition.

East Town Street Historic District

N. J. Loving Apartments Ltd.

*After the presentation by the project architect the commissioners discussed the proposal and made comments, some of which are as noted:*

Commissioner Gibboney—A new, one and one-half (1 1/2) story addition “could work”. Indicated that the scale of the new addition would be important. Length and mass are issues that will require additional review and discussion prior to resolution.

Commissioner Morgan—Agrees with the idea of “dressing up” the historic carriage house. In support of partial Demolition. A larger addition raises concerns for scale and appropriateness in the district. Could support a new addition similar to the existing addition.

Commissioner Palmer—Would need to be convinced that a large new addition is in accordance with the guidelines. Larger windows can be appropriate.

Commissioner Clark—In agreement with others regarding the size of a new addition. In favor of creating new window openings rather than enlarging the existing openings.

Commissioner Wolf—The all-wood, frame addition could be removed given its failing structural condition. Creating new window openings is the proper preservation practice versus enlarging the existing, historic openings.

NO ACTION TAKEN

6. 14-3-7

172 East Lane Avenue

Indianola Forest Historic District Buckeye

Buckeye Real Estate (Applicant/Owner)

2<sup>nd</sup> Conceptual Presentation

Construct New Residence on the Rear of Parcel

*After the presentation by the project architect and property owner the commissioners discussed the proposal and made comments, some of which are as noted:*

Commissioner Wolf—Appears that the project design is going in the right direction.

Commissioner Clark—Requests proposed square footage of the proposed addition. Agrees that the project appears to be moving in the right direction for the 172 E. Lane Avenue property. Recommends that the parking area be screened with landscaping.

Commissioner Gibboney—Recommends matching the dormer existing windows. Double-gang the new addition first floor windows rather than three-gang double hungs as shown in the conceptual rendering.

NO ACTION TAKEN

7. 14-3-8

118 East Frambes Avenue

Indianola Forest Historic District

Buckeye Real Estate (Applicant/Owner)

2<sup>nd</sup> Conceptual Presentation

Construct New Residence on the Rear of Parcel

*[Note: Square footage is the same as shown at the February 20<sup>th</sup> conceptual review. Reduced from five-bedroom to four-bedroom.]*

*After the presentation by the project architect and property owner the commissioners discussed the proposal and made comments, some of which are as noted:*

Commissioner Gibboney—Still looks like two houses, not a house with an addition. “Feels too massive.”

Commissioner Clark—“Too massive, boxy.” Recommends lowering the roof of the addition and consider deleting the attic space.

Commissioner Wolf—Paired windows are a possible design problem for the addition as none of the existing window units are paired doubles.

NO ACTION TAKEN

8. 14-3-9

50 East Lane Avenue

Indianola Forest Historic District

Buckeye Real Estate (Applicant/Owner)

2<sup>nd</sup> Conceptual Presentation

Construct New Residence on the Rear of Parcel

*[Note: Elevations revised for new addition to appear more like a sun-porch.]*

*After the presentation by the project architect and property owner the commissioners discussed the proposal and made comments, some of which are as noted:*

Commissioner Wolf—“Struggling more” with this proposal than the other two sites in the same district. The existing sun-porch represents historic fabric of the original residence and its loss from the original building with the proposed new addition is a concern. Appreciates the design considerations being explored but needs to analyze further before making further comment.

Commissioner Gibboney—Recommends a flat roof be explored for the addition.

NO ACTION TAKEN

**STAFF RECOMMENDATIONS:**

**9. 14-3-10**

**139 West Main Street**

**Columbus Register Individually Listed Property**

**Columbus Recreation and Parks Department (Applicant/Owner)**

*Following Historic Preservation Officer Staff Report and subsequent review by the commissioners present, a motion was made, votes taken, and results recorded as indicated.*

Approve Application #14-3-10, 139 West Main Street, Columbus Register Listed Property, with all clarifications noted.

**Restoration of Eagle & Shield Bow Ornament**

- Remove and restore existing decorative bow ornament on outer brick wall of the Cultural Arts Center per submitted work specifications and reinstall upon completion of all necessary shop work.

MOTION: Clark/Palmer (4-0-0) APPROVED

**10. 14-3-11**

**2043 Iuka Avenue**

**Iuka Ravine Historic District**

**Emily E. Foster (Applicant/Owner)**

*Following Historic Preservation Officer Staff Report and subsequent review by the commissioners present, a motion was made, votes taken, and results recorded as indicated.*

Approve Application #14-3-11, 2043 Iuka Avenue, Iuka Ravine Historic District, with all clarifications noted.

**Remove Sycamore Tree**

- To prevent further structural deterioration remove the mature sycamore tree on the (*indicate location*). Tree stump to be removed below grade in accordance with industry standards dispose of all debris in accordance with City Code.
- Applicant/owner to submit species and site location of replacement ornamental tree to the H. P. O. staff for final review and approval if deemed appropriate given the available site area.

MOTION: Clark/Wolf (4-0-0) APPROVED

**11. 14-3-12**

**120 East Northwood Avenue**

**Northwood Park Historic District**

**John Chmielewski (Applicant)**

**Bill Ferguson (Owner)**

*Following Historic Preservation Officer Staff Report and subsequent review by the commissioners present, a motion was made, votes taken, and results recorded as indicated.*

Approve Application #14-3-12, 120 East Northwood Avenue, Northwood Park Historic District, with all clarifications noted.

**Install Back- Up Power Generator**

- Install one (1), Generac, Centurian Series Residential Standby Generator at rear of building per submitted site plan.

MOTION: Clark/Wolf (4-0-0) APPROVED

**12. 14-3-13**

**175 West Royal Forest**

**Old Beechwold Historic District**

**Carol M. Roberts (Applicant/Owner)**

*Following Historic Preservation Officer Staff Report and subsequent review by the commissioners present, a motion was made, votes taken, and results recorded as indicated.*

Approve Application #14-3-13, 175 West Royal Forest, Old Beechwold Historic District, with all clarifications noted.

**Replace Outdoor Pole/Coach Lamp**

- Replace existing, deteriorated metal coach lamp on pole with new post-mounted lamp "Westmorland" Model #300SG/300D on metal pole in the same location and of the same height as the original.

MOTION: Clark/Wolf (4-0-0) APPROVED

## **STAFF APPROVALS**

- **14-3-1**

**733 Oakwood Avenue**

**Old Oaks Historic District**

**Belinda Morgan (Applicant)**

**Blackstone Dwellings/Attn.: Jeff Kawolchek (Owner)**

Approve Application #14-3-1, 733 Oakwood Avenue, Old Oaks Historic District, as submitted and with all clarifications noted:

Paint House Siding

- Prepare all exterior, siding on all elevations of the building using the appropriate hand tools. Solid prime all new and bare wood surfaces with the appropriate exterior primer according to manufacturer's specifications.
- Finish coat of all siding with Sherwin Williams "Light Beige" or "Light Tan" at Applicant's option in consultation with Owner.
- Final color chip to be submitted to the Historic Preservation Office staff for inclusion in the property file for the permanent record.

- **14-3-2**

**970 Bryden Road**

**Bryden Road Historic District**

**Peter Lohmann (Applicant/Owner)**

Approve Application #14-3-2, 970 Bryden Road, Bryden Road Historic District, as submitted and with all clarifications noted:

Install Front Service Steps Handrail

- Install new metal handrail on front service steps per submitted Fortin cutsheet.

## **X. OLD BUSINESS**

### **Project Update**

**14-2-13**

**77 West Jeffrey Place**

**Old Beechwold Historic District**

**Jim & Annette Lutz (Applicant/Owner)**

*Following Historic Preservation Officer Staff Report and subsequent review by the commissioners present, a motion was made, votes taken, and results recorded as indicated.*

Approve Application #14-2-13, 77 West Jeffrey Place, Old Beechwold Historic District, as submitted and with all clarifications indicated.

Enclose Rear Covered Patio

- Establish a sub-committee, consisting of Commissioners Faust and Morgan and Historic Preservation Office staff, for final review of all finish details to include, but not limited to: window replacement specifications, siding details, and to make final determination regarding the appropriateness of the porch enclosure to the residence constructed in 1965.
- Direct the Historic Preservation Office staff to work with the Applicants/Owners to conduct a site visit and provide additional photos of the existing siding and windows.

MOTION: Faust/Morgan (6-0-0) APPROVED

### **Enclose rear covered patio in accordance with the plans review and approval of the established commission subcommittee as indicated:**

- Install rear sun room complete per revised February 3, 2014 plans, elevations, and sections as noted by Historic Preservation Officer Randy F. Black.
- Siding to be aluminum siding matching the style, profile, dimension, and 'white' finish color of the original aluminum siding on the house; like-for-like.
- All outside corners to be wrapped with matching aluminum white corner wrap material in accordance with industry standards and manufacturer's specifications. (NOTE: Corner boards are not an approved corner treatment for this project.)
- All new porch windows to match the existing windows on the house in style, material, and profile; like-for-like.

- Exposed concrete or matching brick foundation watertable to be six to eight inches (6" – 8") from grade at owner's option.
  - Roof shingle style and color to match main house shingles as closely as possible.
  - All work to be in accordance with revised drawings.

### **Project Update**

**13-11-18**

**296-98 Kelton Avenue**

**Bryden Road Historic District**

**Kevin Abt (Applicant/Owner)**

*Applicant/Owner and ensuing commission review and discussion at the December 19, 2013 Historic Resources Commission meeting, the following motion was made, vote taken, and results recorded as indicated:*

Approve Application #13-11-18, 296-98 Kelton Avenue, Bryden Road Historic District, with all clarifications noted.

- **Convert two-family unit to single-family unit per work description noted:**
- **Direct the Applicant/Owner of 296-298 Kelton Avenue, Bryden Road Historic District, to schedule a meeting with the Historic Preservation Office staff to assist in preparing all exterior work specifications in accordance with the established standards and guidelines for Staff Approval. [Note: The Applicant/Owner is not required to return for further review provided all exterior work requested is staff approvable in accordance with Chapters 3116 and 3117.]**

MOTION: Clark/Faust (5-0-0)—APPROVED

#### **Exterior Doors**

- Replace any/all existing, deteriorated and/or non-contributing, exterior doors with new, four-panel or five-panel, wood or metal doors (*per page #35 of the attached guidelines door sheet*).
- Center ground-level doors on north and south elevations to be framed in and boarded with rim to mimic the original door framing in style and dimension.

#### **Install New Windows**

- Examine all windows and original window openings on all elevations and make all necessary repairs to insure proper operation of existing, repairable upper and lower sashes.
- **Where possible, any/all original wood windows are to be repaired in accordance with industry standards for wood windows with new materials of exact same dimension and profile; like-for-like.**
- **Replace any/all window units which are missing or deteriorated beyond reasonable repair with complete new, double-hung, wooden window units of exact same profile and dimension to the fit original opening like-for-like.**
- West Elevation Second Floor 3-Gang Window Units—Install new wood, double-hung, window units ganged in accordance with the original configuration and sized to fit the original opening.
- Any/all existing window openings to remain on the exterior of the building regardless of interior use configurations.
- One (1) window on north elevation (i. e. second window unit from northwest building corner) and one (1) window on south elevation (i. e. second window unit from southwest building corner) to be boarded to appear as a wood window double-hung unit on the outside and be painted to match the exterior paint schedule. **Final exterior window treatment drawings to be submitted to the H. P. O. staff for review and approval prior to installation.**
- **Any/all additional window enclosures not indicated here to be submitted for review and approval prior to beginning the work.**

#### **Repair Soffit**

- Replace any/all deteriorated and damaged wood soffit/fascia/exposed rafter tails with new wood of same dimension and profile as necessary.

#### **Install Gable Siding—(Front/West & Rear/East)**

- Prepare the structure in accordance with all City Building Codes and industry standards.
- Install new three-quarter inch by six inch (3/4" x 6") cedar beveled lap siding with a four to six inch (4"-6") exposure on the front/west and rear/east elevations per City Building Codes and industry standards.

#### **Front Porch Repair**

- Repair front porch complete. Roof, Eaves, and Trim—Like-for-like.
- Remove any/all damaged, deteriorated, and missing T & G, wooden porch flooring.
- Repair and/or replace any/all damaged, deteriorated, and missing floor joists with new wooden floor joists of the appropriate dimension and in accordance with all applicable City Building Codes and industry standards.
- It is recommended that all new, T & G, porch flooring be primed on all sides with porch floor enamel thinned with the appropriate material according to manufacturers' specifications prior to installation in order to extend its useful life.
- Install new, T & G wooden, porch flooring as needed.
- Following installation of the new, wooden flooring, apply no less than one (1), complete, finish coat of the same exterior porch floor enamel thinned with the appropriate material according to manufacturers' specifications; color to match the existing.
- Install new wooden banisters and hand- and foot- rails with balusters or privacy panels of appropriate historic style, dimension, and profile. **Final exterior rail, baluster, and/or panel drawings to be submitted to the H. P. O. staff for review and approval prior to installation.**
- Install new porch and stair railings complete. **Final exterior service and public stair rail design to be submitted to the H. P. O. staff for review and approval prior to installation.**

#### **Rear Porch Stoops—New**

- **Install new rear stoop per submitted drawings stamped and dated 3/6/13.**
- Install new, 30 lb. felt paper on all sheathing according to manufacturer's specifications.
- Replace any/all damaged and deteriorated metal valleys with new metal valleys of appropriate dimension, as necessary. Valleys are to be smooth not a "W" channel to maintain the appropriate historic appearance and profile.
- Replace any/all damaged metal flashing on all existing chimneys.
- Install new 235 lb., class C, self-sealing 3-tab shingles. Manufacturer and color to be selected by the owner from the following approved shingles list:

<u>Manufacturer:</u>	<u>Style:</u>	<u>Color:</u>
<input type="checkbox"/> CertainTeed	Carriage House (dimensional)	<input type="checkbox"/> Stonegate Gray
<input type="checkbox"/> GAF	Slateline (dimensional)	<input type="checkbox"/> English Gray Slate <input type="checkbox"/> Weathered Slate
<input type="checkbox"/> Certain Teed	(standard 3-tab)	<input type="checkbox"/> Nickel Gray
<input type="checkbox"/> GAF	Royal Sovereign (standard 3-tab)	<input type="checkbox"/> Nickel Gray
<input type="checkbox"/> Celotex	(standard 3-tab)	<input type="checkbox"/> Heritage Gray <input type="checkbox"/> Slate Gray
<input type="checkbox"/> Owens Corning	(standard 3-tab)	<input type="checkbox"/> Estate Gray
<input type="checkbox"/> Tamko	(standard 3-tab)	<input type="checkbox"/> Antique Slate

#### **Tuck Point Chimney(s)**

- Remove all defective material. Replace any/all damaged and missing brick with brick  stone  block which matches the original material in size, shape, color, and texture. New mortar must be no harder than the historic mortar to allow for expansion and contraction of the masonry. Original mortar mix was composed of 1 part lime to 2 parts sand. White portland cement may be substituted for up to (but no more than) 20 percent of the lime content. (Refer to Preservation Brief 2- "Repointing Mortar in Historic Brick Buildings")

#### **Exterior Painting**

- Repair and/or replace all damaged, deteriorated, and missing wood trim elements as necessary.
- **All replacement wood to be of exact same dimension and profile as the original wood trim; like-for-like.**

- Prepare all exterior, wooden surfaces on the house for repainting using the appropriate hand tools.
- Prime all new and bare wood surfaces with the appropriate exterior primer according to manufacturer's specifications.
- Finish coat all exterior wooden surfaces with exterior paint according to manufacturer's specifications and the submitted exterior paint schedule: Body Color = Color 1 – "Light Grey"; Primary Accent = Color 2 – "Dark Brown"; Secondary Accent Color 3 = "Black"

#### **Fencing**

- Install new, six foot high (6' H), board-on-board, wooden privacy fence with two (2) service gates as indicated in side and rear yard per submitted site Plan 'A'. [NOTE: Should the Applicant/Owner acquire the adjoining southern parcel, the new fence is to be as per Plan 'B' submitted with the front yard fence height to be limited to no more than forty-two inches (<42") in picket or board-on-board style to match the Plan 'A' design style.
- All fence to be stained with exterior stain according to manufacturer's specifications. **Stain color chip to be submitted to the H. P. O. staff for inclusion in the permanent file.**

#### **XI. NEW BUSINESS**

- **Old Deaf School Park**  
**489 East Town Street**  
**Columbus Recreation and Parks Department (Applicant/Owner)**  
*Normal maintenance scheduled. No C. of A. required.*

#### **2014 Plaque Cleaning And Repair Notification**

- Sunday Afternoon on La Brande Jatte Plaque—Cleaning using water and appropriate detergent, maintaining naturally weathered patina, applying lacquer with brush or spray, and applying paste wax after lacquer hardens.
- Topiary Garden Plaque in Deaf School Park Plaque—Cleaning and stripping of old lacquer, re-polishing and applying lacquer with brush or spray , and applying paste wax after lacquer hardens.
- **14-3-14—Staff Approval Issued**  
**366 N. Twentieth Street (aka Macon Hotel)** **Columbus Register Individual Listing**  
**Moody Nolan/Attn.: Rex Hagerling (Applicant)** **George Barnett, M. D. (Owner)**  
Approve Application #14-3-14, 366 N. Twentieth Street (aka Macon Hotel), Columbus Register Individual Listing, as submitted and with all clarifications noted:  
**Building Stabilization Plan**
  - Remove all roofing membrane complete.
  - Examine all roofing decking and structural components and repair/replace as necessary to ensure structural integrity.
  - Replace with new roofing membrane per manufacturer's specifications and all applicable City Building Codes.
  - Install new, round, galvanized metal down spouts in the appropriate locations and of the appropriate diameter to assure proper drainage.
  - Spot Tuck Point-- Check all mortar joints on all elevations for soundness. All sound mortar to remain in place. Use hand tools to remove any/all loose mortar to a depth of 3/4", moisten surface with water, and spot point as needed with mortar of matching color, texture, hardness, and joint profile. New mortar must be softer than the brick, and no harder than the historic mortar, to allow for expansion and contraction of the brick. Original mortar mix was composed of 1 part lime to 2 parts sand. White portland cement may be substituted for up to (but no more than) 20 percent of the lime content. (Refer to Preservation Brief 2- "Repointing Mortar in Historic Brick Buildings")
  - All work is being performed in compliance with Building Code Order #SRTS1400078 (Issued March 13, 2014).
  - All final work specifications to be submitted to the Historic Preservation Office staff for inclusion in the property file for the permanent record.

**XII.** ADJOURN

MOTION: Palmer/Clark (4-0-0)—Adjourned (8:56p.m.)