

HISTORIC RESOURCES COMMISSION
MEETING MINUTES
Thursday, February 19, 2014
50 W. Gay Street, Ground Floor, Room ‘B’

Commissioners Present: Charles Rowan, Robert Palmer, Tom Wolf, Abbie Faust, Daniel Morgan (arrived 6:16, excused 7:47)

Commissioners Absent: Steward Gibboney, Beth Clark

Historic Preservation Office Staff Present: Randy Black

I. CALL TO ORDER – 6:05 p.m.

II. NEXT BUSINESS MEETING—THURSDAY, March 12, 2015.

III. NEXT COMMISSION MEETING—THURSDAY, March 19, 2015.

IV. SWEARING IN OF STAFF

V. APPROVAL OF Thursday, January 15, 2015, MEETING MINUTES

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

[Note: Item #5, Application #15-1-3- 260 N. Fourth Street motion to read: “Move to deny the window replacement plan requested in Application 15-1-3, for 260 North Fourth Street, Engine House Number 16, Columbus Register Individual Listing.”]

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: Faust/Wolf (4-0-0) — ACCEPTED INTO THE PERMANENT RECORD

VII. PUBLIC FORUM

- **Rickenbacker Woods Campus Update**

- 1320, 1324, & 1334 East Livingston Avenue**

- The City of Columbus Land Redevelopment Office manages all vacant properties owned by the City. Plans for the Rickenbacker-Woods Campus have now been prepared with a schematic site plan for the redevelopment of the City-owned properties located at 1320, 1324, and 1334 East Livingston Avenue. The 1334 East Livingston Avenue parcel is the site of the Rickenbacker Boyhood Home which is listed on the Columbus Register (5/14/84) and the National Register of Historic Places (5/11/76) and is recognized as a National Landmark. The Rickenbacker-Woods Campus will provide handicap accessible offices, a community learning center, and off-street parking*

- Project Partners

- Buckeye Community Hope Foundation
 - Kent Place Homes
 - Rickenbacker-Woods, Inc.

David Petroni, Buckeye Community Hope Foundation, John Turner, Columbus Land Redevelopment Office, and Michael Aaron, Rickenbacker-Woods Association, and Berardi Partners, project architect, presented the project plans and description.

Commissioner Wolf: Noted that the proposal is a “truly positive direction” for the historic property and the neighborhood.

Following the presentation and subsequent discussion with the commissioners present, a motion was made, vote taken and results recorded as indicated.

Direct the Historic Preservation Officer to write a letter of Historic Resources Commission support of the proposed redevelopment plans for the Rickenbacker Woods.

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

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.]

STAFF RECOMMENDATIONS

1. 15-2-14

20 East Oakland Avenue

Suzanne Vennemeyer (Applicant/Owner)

Northwood Park Historic District

Following the H. P. O. Staff Report and subsequent discussion, a motion was made, vote taken, and results recorded as indicated.

Approve Application 15-2-14, 20 East Oakland Avenue, Northwood Park Historic District, as submitted and with all clarifications noted.

Relocate Rear Fence

- Move the existing wooden privacy fence to the existing previous garage footer on the south side of the existing parking pad.
- Clean up any/all debris and dispose per Columbus City Code.

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

2. 15-2-13b

1556-58 Bryden Road

Bryden Road Historic District

Ricardo D. Montalvan (Applicant/Owner)

Following the H. P. O. Staff Report and subsequent discussion, a motion was made, vote taken, and results recorded as indicated.

Approve Application 15-2-13b, 1556-58 Bryden Road, Bryden Road Historic District, as submitted and with all clarifications noted.

Install New Exterior Doors

- Door cut sheets to be submitted to and/or photos of historic doors to be submitted to the Historic Preservation for final review and approval prior to installation.

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

3. 14-12-10b

Olentangy Boulevard/Lot 30

Old Beechwold Historic District

Joseph & Laura Williams (Applicants/Owners)

Following the H. P. O. Staff Report and subsequent discussion, a motion was made, vote taken, and results recorded as indicated.

Approve Application 14-12-10b, Olentangy Boulevard Lot #30, Old Beechwold Historic District, as submitted and with all clarifications noted.

Landscape Plan

- Final landscape plans as submitted.

MOTION: Faust/Morgan (4-0-1) [Abstain—Palmer] APPROVED

NEW APPLICATIONS

4. 15-2-6

22 E. Mound Street

South High Commercial Group Historic District

Columbus Sign Company for Joe Milano/Attn.: Rick Heiple(A) 22-24 Mound St. Ltd/Attn.: David Hatcher (O)

Following the H. P. O. Staff Report and presentation by the Applicant and subsequent discussion, a motion was made, vote taken, and results recorded as indicated:

Approve Application 15-2-6, 22 East Mound Street, South High Commercial Group Historic District, as submitted and with all clarifications noted.

Install Permanent Signage

- Prepare the existing, three foot by six foot (3' x 6'), hanging sign panel on the south elevation (formerly 'The Jury Room' sign) as necessary per industry standards and all applicable building codes.
- Permanently install 72" wide by 36" tall by 1/8" new sign faces onto the existing suspended overhead sign with thru-bolts through the sign face.
- Apply prints to both sides of suspended D/F panel and trim flush to edges.
- Touch up paint all exposed hardware to match the sign face (i.e. black or white) as necessary.

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

[Note: It was noted by Commissioner Wolf that the record of a historic hanging sign at 22 East Mound Street supports the rationale for the approval.]

5. 15-2-7

445 North High Street

North Market Historic District

Columbus Sign Company/Attn. : Stanley Young III (A)

Pizzuti Properties Carlisle Limited (O)

After the H. P. O. Staff Report and subsequent discussion with the Applicant's representative present, the following represents some of the commissioners' observations.

Commissioner Comments/Observations:

Commissioner Wolf—"This is a really handsome solution that's very appropriate for this district. We've tried very hard to maintain the character of this district as an industrial and warehouse area . . . you have picked up on that very nicely. The scale seems appropriate and I just wanted to acknowledge that it is nicely done. A contemporary solution that is still very compatible with the historic fabric that is there.

All Commissioners—Voiced agreement.

A motion was made, vote taken, and results recorded as indicated:

Approve Application 15-2-7, 445 North High Street, North Market Historic District, as submitted and with all clarifications noted.

Install New, Double-Face Sign

- Install one (1), new, double-face, projecting mast arm sign on the Vine Street elevation per submitted drawing.
- New sign to measure three foot four inches wide by three foot nine and one half inches tall (3'4" W x 3'9 1/2" H).
- New sign to read "Jack threads" and to be installed on the Northwest corner per submitted site plan.
- Any/all signage bracketing is to be installed into the mortar joints and not into the historic brick to prevent damage to the masonry per industry standards and all applicable building codes.

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

6. 15-2-8

475 North High Street

Morrison Signs/Attn.: Larry Lab (A)

Install New, Double-Face, Blade Sign

North Market Historic District

473-479 N. High LLC (O)

- Install one (1), new, custom fabricated aluminum cabinet, double-face, projecting blade sign on the North High Street (i.e. East) elevation per submitted drawing.
- Sign to be LED illuminated with push-through acrylic letters per submitted drawing.
- New sign to measure three foot eight inches wide by twelve foot tall by one foot two inches deep (3'8" W x 12' H X 1' 2" D).
- New sign to read "Novaks Tavern & Patio" and to be installed on the east elevation per submitted photo.

After the H. P. O. Staff Report and subsequent discussion with the Applicant's representative present, the following represents some of the commissioners' observations.

Commissioner Comments/Observations:

Commissioner Faust—The proposal is not for a blade sign. More a marque sign design. Appropriate clearance and size details are necessary for final review

Commissioner Morgan—Not a blade sign. More a marque sign design. "A nice concept." More detail on the drawings is needed. Needs to be seen in perspective and to scale illustrating how the new sign would appear from High Street. Recommends showing the sign in relation to the whole building façade. It is important that the sign doesn't crowd the awning.

Commissioner Palmer—More detail on the drawings is needed. Would encourage the applicant to explore the blade sign as a possible option.

Commissioner Wolf—In this block the signage generally faces the street. The building has a different development history than the Short North commercial buildings in the same High Street corridor. The fact that the business is not on the ground floor creates a different signage challenge. Push-through letters for lighting is reminiscent of historic lighting.

Commissioner Rowan—Would a blade sign be more appropriate?

A motion was made, vote taken, and results recorded as indicated:

Continue Application #14-8-2, 475 North High Street, North Market Historic District, and direct the Historic Preservation Office staff to place on the March 19, 2015 regular meeting agenda as a Holdover for further consideration.
MOTION: Palmer/Morgan (5-0-0) CONTINUED

7. 15-2-9

444 North Front Street

Designpath LLC/Attn. : Ben Goodman (A)

North Market Historic District

Columbia RE Holdings LLC c/o Kyle Katz (O)

Following the H. P. O. Staff Report and presentation by the Applicant and subsequent discussion, a motion was made, vote taken, and results recorded as indicated:

Approve Application 15-2-9, 444 North Front Street, North Market Historic District, as submitted and with all clarifications noted.

Install New Signage

- Install a new building identification sign at the corner of Vine and Front Streets per submitted drawing.
- Install a new entrance identification sign at the Vine Street entrance per submitted drawing.
- Install a new tenant identification sign at the Front Street entrance per submitted drawing.
- Install New Awning
- Install a new awning at the Front Street entrance per submitted drawing.

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

8. 15-2-10

**343 North Front Street/aka Ohio Moline Plow Bldg.
Sarah Howell (Applicant)**

**Columbus Register Individual Listing
DLR Restaurants LLC (Owner)**

Following the H. P. O. Staff Report and presentation by Ralph W. McCracken, President and Chief Operating Officer, DLR Restaurants LLC, and subsequent discussion, a motion was made, vote taken, and results recorded as indicated:

Approve Application 15-2-10, 343 North Front Street, Columbus Register Individual Listing, as submitted and with all clarifications noted.

New Entry Door

- Install new entry door per submitted plans

New Main Entry Stair—Front (East Elevation)

- Install new front main entry stair per submitted plans.

Install New Front Entry Signage

- Install new signage per submitted plans.

MOTION: Morgan/Palmer (4-0-1) [Abstain—Faust] APPROVED

9. 15-2-11

52 West Royal Forest Blvd.

Old Beechwold Historic District

Outdoor Space Design/Will Lehnert & Urbanorder Architecture/Steve Hurtt (A) Greg & Kitty Bates (O)

After the H. P. O. Staff Report, presentation by the building and landscape architects, and subsequent discussion the following represents some of the commissioners' observations.

Commissioner Comments/Observations:

Commissioner Faust—More complete finish details are needed for the new pool house prior to final approval

The height of the pool house compared to the existing garage should be reflected in the plans.

All fence should be painted or solid color stained. The direction and massing of the project are appropriate.

Commissioner Wolf—The idea of a pool house is appropriate. Recommends straight square columns, not sloped square columns. The pool house columns should take the design cues from the existing porch columns. Voiced concern with the proposed stone edging along West Royal Forest Boulevard. The commission does not want to encourage curbing or road edging. The original neighborhood design was for more rural landscaping features.

A motion was made, vote taken, and results recorded as indicated:

Approve Application 15-2-11, 52 West Royal Forest Boulevard, North Market Historic District, as submitted and with all clarifications noted.

Landscaping

- Remove stone entry pathway in front yard.
- Install new bluestone pathway as indicated on submitted plan.
- Install new wooden gate and wooden trellis with stone wall and steps for trash enclosure located on the southwest corner of the existing garage as shown in the site plan. Gate to match the existing gate in style and dimensions; like-for-like.
- Install new Bluestone patio in the rear yard and travertine pool deck/coping as indicated on submitted plan.
- **Curbing at the street is to be eliminated if possible and no more than four inches high (<4" H).**

New Pool House

- Construct a new, twenty foot by thirty-two foot (20' x 32') pool house of brick and painted panels with asphalt roof per submitted drawings.
- **All finish details are to be submitted to the Historic Preservation Office staff for final review and approval in consultation with the subcommittee of the commission architects Faust and Morgan prior to the issuance of the Certificate of Appropriateness.**

MOTION: Faust/Wolf (3-0-1) [Abstain—Palmer] APPROVED

10. 15-2-12

4820 Olentangy Blvd.

Rosati Windows/Attn.: John Tilley (Applicant)

Old Beechwold Historic District

Newt Jones (Owner)

Following the presentation of the H. P. O. Staff Report, and subsequent discussion with the commissioners present, a motion was made, vote taken, and results recorded as indicated.

In the absence of the Applicant, continue Application # 15-2-12, 4820 Olentangy Boulevard, Old Beechwold Historic District, and direct Historic Preservation Office staff to place on the March 19, 2015 Historic Resources Commission meeting agenda for further review.

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

STAFF APPROVALS

• **15-2-1**

739 Linwood Avenue

City of Columbus Housing Division/Attn.: Dan Riedel (Applicant)

Old Oaks Historic District

Wendy R. Wormley (Owner)

City Housing Division Rehabilitation Technician has submitted the Determination of Eligibility and Alteration Forms per Federal Section 106 Project Review Requirements. All work specifications have been reviewed by the Historic Preservation Officer and are in keeping with the Secretary of the Interior Standards for Rehabilitation and with the H. R. C. Guidelines for the Old Oaks Historic District.

Approve application 15-2-1, 739 Linwood Avenue, Old Oaks Historic District, as submitted, with all clarifications as noted.

Roof Replacement

- In accordance with submitted Housing Division Work Specifications and Historic Approved Shingles List.
- Remove all asphalt shingles down to the sheathing. Dispose of all debris according to Columbus City Code.
- Replace any/all damaged, deteriorated, and missing sheathing with wood of appropriate dimension, as necessary.
- 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:

Manufacturer:

CertainTeed

Style:

Carriage House (dimensional)

Color:

Stonegate Gray

GAF

Slateline (dimensional)

English Gray Slate

Weathered Slate

Certain Teed

(standard 3-tab)

Nickel Gray

GAF

Royal Sovereign (standard 3-tab)

Nickel Gray

Celotex

(standard 3-tab)

Heritage Gray

Slate Gray

Owens Corning

(standard 3-tab)

Estate Gray

Tamko

(standard 3-tab)

Antique Slate

- All ridges to be capped with galvanized metal ridge roll, in lieu of cut shingle tabs, and painted "Tinner's Red."

- Upon completion, all metal valleys and flashing are to be painted "Tinner's Red."

Repair Box Gutters

- Examine all box gutters on main roof and make any repairs and/or replace existing box gutter system on all elevations with new

materials of appropriate dimension and profile. Reline with new copper, terne metal, galvanized metal, or E. P. D. M. rubber in accordance with industry standards, manufacturer's specifications, and Columbus Building Codes.

- Install new, round, galvanized metal down spouts in the appropriate locations to assure proper drainage.
- Examine the existing storm water drainage system for soundness and proper function. Make any/all necessary repairs to the existing storm sewer tile system to assure proper drainage away from the foundations of this and neighboring properties. If deemed necessary, install a French drain system or similar, appropriate drainage system in accordance with all applicable City Building Codes and industry standards.

• **15-2-2**

22 E. Mound Street

Joe Milano (Applicant)

South High Commercial Group Historic District

22-24 Mound St. Ltd/Attn.: David Hatcher (Owner)

An Application with current photo and detailed signage plans has been submitted. The Applicant has consulted with the Historic Preservation Office staff. A temporary sign is necessary and appropriate for the January opening date prior to permanent signage approval.

Approve Application #15-2-2, 22 East Mound Street, South High Commercial Group Historic District, as submitted and with all clarifications and stipulations noted.

Install Temporary Signage

- Prepare the existing, three foot by six foot (3' x 6'), hanging sign panel on the south elevation (formerly 'The Jury Room' sign) as necessary per industry standards and all applicable building codes.
- Install two (2) digital print on white vinyl signs, one each side of the hanging sign panel, per submitted sign plan received January 14, 2015.
- Prints to be laminated with clear, matte, UV resistant film and applied to pre-cut 72" wide by 36" tall by 1/8" di-bond panels and trim flush to edge.
- Install new di-bond sign panels onto the existing suspended overhead sign with thru-bolts through the sign face.
- Remove existing "BEER HALL" suspended panel for sizing.
- **This temporary sign is approved for installation as indicated at this address until March 31, 2015 only. Review and approval of the permanent sign is required prior to the installation of any new signage.**

• **15-2-3**

4831 Olentangy Boulevard

Burkhard & Meta von Rabenau (Applicants/Owners)

Old Beechwood Historic District

Approve Application #15-2-3, 4831 Olentangy Boulevard, Old Beechwood Historic District, as submitted and with all clarifications noted.

Approve Application #15-2-3, 4931 Olentangy Boulevard, Old Beechwood Historic District, for the renewal of the expired Certificate of Appropriateness (#09-8-15a) for the exact same work as indicated.

Attic Vents—Remove & Install—West & South Elevations Only

- Remove two existing attic vents on the west elevation and cover with new wood siding, per submitted drawing.
 - Install a new attic vent on the south elevation, per submitted drawing.
- [Palmer]

• **15-2-4**

1330 Bryden Road

Gerhard Gnosa (Applicant/Owner)

Bryden Road Historic District

Approve Application #15-2-4, 1310 Bryden Road, Bryden Road Historic District, as submitted and with all clarifications noted.

Repair & Repoint Masonry Chimneys

- Check all mortar joints on chimneys 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. Remove all defective material. Replace any/all damaged and missing brick with brick which matches the original brick in size, shape, color, and texture.
- The historic dimensions and styles of each chimney are to match the original chimney dimensions and styles exactly upon completion of all repairs and repointing work; like-for-like.

- All new mortar to match the original mortar in color, texture, and joint profile; like-for-like. 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”)

- **15-2-5**

673 Ohio Avenue

City of Columbus Housing Division/Attn.: Steve Riggs (Applicant)

Old Oaks Historic District

Michelle Wheeler (Owner)

City Housing Division Rehabilitation Technician has submitted the Determination of Eligibility and Alteration Forms per Federal Section 106 Project Review Requirements. All work specifications have been reviewed by the Historic Preservation Officer and are in keeping with the Secretary of the Interior Standards for Rehabilitation and with the H. R. C. Guidelines for the Old Oaks Historic District.

Approve application 15-2-5, 673 South Ohio Avenue, Old Oaks Historic District, as submitted, with all clarifications as noted.

Roof Replacement

- In accordance with submitted Housing Division Work Specifications and Historic Approved Shingles List.
- Remove all asphalt shingles down to the sheathing. Dispose of all debris according to Columbus City Code.
- Replace any/all damaged, deteriorated, and missing sheathing with wood of appropriate dimension, as necessary.
- 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 <input type="checkbox"/> Slate Gray	(standard 3-tab)	<input type="checkbox"/> Heritage 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

- All ridges to be capped with galvanized metal ridge roll, in lieu of cut shingle tabs, and painted “Tinner’s Red.”
- Upon completion, all metal valleys and flashing are to be painted “Tinner’s Red.”

Repair Box Gutters

- Examine all box gutters on main roof and make any repairs and/or replace existing box gutter system on all elevations with new materials of appropriate dimension and profile. Reline with new copper, terne metal, galvanized metal, or E. P. D. M. rubber in accordance with industry standards, manufacturer’s specifications, and Columbus Building Codes.
- Install new, round, galvanized metal down spouts in the appropriate locations to assure proper drainage.
- Examine the existing storm water drainage system for soundness and proper function. Make any/all necessary repairs to the existing storm sewer tile system to assure proper drainage away from the foundations of this and neighboring properties. If deemed necessary, install a French drain system or similar, appropriate drainage system in accordance with all applicable City Building Codes and industry standards.

Replace Front Service Steps

- Remove non-original, inappropriate wooden steps from front entry and dispose of all debris per City Code.
- **Install new wooden stair system with appropriate hand rails and lattice screening. Measured drawing with any/all finish details to be submitted to the Historic Preservation Office staff for final review and approval prior to installation.**

• **15-2-13a**

1556-58 Bryden Road

Bryden Road Historic District

Ricardo D. Montalvan (Applicant/Owner)

An Application has been submitted and the Applicant has consulted with the Historic Preservation Office staff. Application #15-2-13 has been separated into Items 'a' and 'b' (see above) for clarity of action.

Approve Application #15-2-13a, 1556-58 Bryden Road, Bryden Road Historic District, as submitted and with all clarifications noted.

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")

Repair Box Gutters—Front Porch

- Examine all box gutters on front porch roof and make any repairs and/or replace existing box gutter system on all elevations with new materials of appropriate dimension and profile. Reline with new copper, terne metal, galvanized metal, or E. P. D. M. rubber in accordance with industry standards, manufacturer's specifications, and Columbus Building Codes.
- Install new, round, galvanized metal down spouts in the appropriate locations to assure proper drainage.
- Examine the existing storm water drainage system for soundness and proper function. Make any/all necessary repairs to the existing storm sewer tile system to assure proper drainage away from the foundations of this and neighboring properties. If deemed necessary, install a French drain system or similar, appropriate drainage system in accordance with all applicable City Building Codes and industry standards.

Repair Windows

- Examine all windows on all elevations and make all necessary repairs to insure proper operation of upper and lower sashes.
- Any/all original wood windows are to be repaired in accordance with industry standards for wood windows.
- Repair all double-hung, wood windows as needed with new materials of exact same dimension and profile; like-for-like.
- Replace any/all sash which are deteriorated beyond reasonable repair with new wooden sash of exact same profile and dimension.

Install Storm Windows

- Install new, low profile, metal storm windows inside the existing window frame in all window locations following the restoration of all sash as noted; color to match the primary trim color as closely as possible. Double caulk to provide air-tight installation on top and sides. Do not caulk breather holes. Horizontal bar on all new storm windows to align with horizontal sash bar on existing windows. Storm windows to operate smoothly.

Repair Porch Floor--Rear

- Remove all damaged and deteriorated flooring; pull all nails from, and inspect condition of, existing joists to insure structural integrity.
- Replace with new, T & G, yellow pine, porch flooring of same dimensions as existing. Match existing flooring overhang. If applicable, match all damaged and deteriorated barge molding with new material of same dimension and profile. Blind nail with galvanized finish nails only.

- Prime new flooring on all sides with porch floor enamel thinned with appropriate material prior to installation. After installation, topcoat entire porch floor with same porch floor enamel according to manufacturer's specifications for finish coat. Color to be selected by owner.

IX. OLD BUSINESS

X. NEW BUSINESS

- Staff Recommendations—Signage & Landscaping

XI. ADJOURN

MOTION: Palmer/Faust (4-0-0) ADJOURNED 8:15 p.m.