



West University Historic Zone Advisory Board
Tuesday, July 2023, at 6:00PM
Virtual Meeting
Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Meeting Opened 6:03 pm

Meeting Secretary: Hazelbaker

Board Members Attending: Glock, Hazelbaker, McDonnell, Serra, Larson joined at 6:15

Guests: Michael Taku (COT), Jose Ceja

2. Approval of LAR/Minutes – May 16, 2023

Glock motioned to approve, Serra Second. Motion approved 4-0 unanimously by roll call.

3. Call to Audience None

4. Reviews

a. SD-0523-00059, 713 E 5th (Code Violation)

Remodel exterior, replace windows and doors, patch and repair stucco and wood siding.

Full Review/Contributing Resource/Estimated time: 30 minutes.

Jose Ceja presented. 711 & 713 review of updates and changes to the building. Ceja stated 711 is a contributing property, 713 is not. McDonnell stated that even though 713 is not a contributing property, it is in the Historic Preservation Zone, so will need to be reviewed regardless of its status.

On the South elevation of 711 – new Pella windows were installed (wood clad on the inside, aluminum on the exterior). McDonnell stated that the E and W sides of the building were mirror images of each other – the SW window size has been changed to a smaller size. On the N side of the building a door and window have been stucco 'ed over.

Ceja presented the drawings for 713 – windows and doors will be replaced, stucco will be patched, siding will be replaced as needed.

Glock reiterated that even though 713 is not contributing, it is still subject to historic review and approval. Asked for clarification on the scope of work and that only updates are happening to doors and windows, stucco patching and siding updated. Ceja stated that was correct. Serra clarified the changes happening to 711 and that some of the aspect ratios of windows have been changed, some doors and windows have been covered. Ceja stated that was correct. McDonnell pointed out the updates and changes that have happened to the contributing property. Serra asked for clarification on what the applicant was asking for – Ceja stating he is asking for approval for what has been done to the West side can be done to the East side. The Board clarified that even though the changes on the West side have occurred, we are tasked with reviewing the project as if the changes have not been made.

Serra stated that the Board would not have recommended approval of the changes that have happened if the applicant had come before the Board prior to the changes have happened.

Hazelbaker stated that she would not recommend approval of the changes that have been made to the

property and would like to see the doors and windows that have been covered to be brought back to the way it was prior to the updates. McDonnell asked to review 713 and enquired to what is happening with the windows that are boarded up. It appears that a window was in the process of being covered up due to the location of the mini split conduit. Serra stated that the board also does not allow slider windows, the exception to that rule is if there is an example of a property that is contributing can be identified with sliders.

McDonnell stated once you start touching a building in the zone, the owner opens up any of the past changes that have been done to the property in the past – all items could need to be asked to be brought up to the historic guidelines. The guidelines apply to all structures in a zone – regardless of their contribution status.

Board discussion: Serra stated that if guidelines can be followed it will still retain its integrity. The board would ask for proposed door and windows that would meet the guideline standards. McDonnell stated not changing aspect ratios as well.

Glock motioned that the Board will not approve proposed doors and windows as shown, applicant to follow the guidelines and return to the Board. The board is requesting a continuance.

Serra seconded. Motion approved unanimously.

Serra motioned to adjourn at 7:11. Motion approved unanimously.

Rick McDonnell, Chair / Darci Hazelbaker, Secretary