



West University Historic Zone Advisory Board
Tuesday, November 21, 2023, at 6:00PM
Virtual Meeting
Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Meeting Opened 6:01 pm

Meeting Secretary: Hazelbaker

Board Members Attending: Glock, Hazelbaker, Larson, Serra. Glock is acting Chair tonight. Turner arrived at 6:03.

Guests: Jodie Brown (COT), Caelin Norgord, Brent Jones, Greg Clark

2. Approval of Minutes – October 17, 2023

Larson motioned to approve, Hazelbaker Seconded. Motion approved 4-0 by roll call, Serra abstained.

3. Call to Audience

None

4. Reviews

These items were held out of order.

a. SD-0823-00090, 717 N 7th Avenue

Replace windows and doors, re-stucco exterior, replace roof.
Full Review/Contributing Resource

Caelin Norgord is presenting as part owner. Norgord stated that he started work prior to approval. Windows are aluminum-clad, size and proportion will remain the same. Serra mentioned the front door selection does not seem to match the surrounding conditions, the door presented in the submission docs - 110 E University feels more appropriate to this project. Norgord stated he is open to using the door referenced in 110 E University, as well as the transom that is original to the home. Glock asked about stucco work that appeared to be covering up an old window or door. Norgord stated that there was a door there at some point, which had already been filled in from both exterior and interior. Serra stated that even if the door is not functioning, the WUHZAB Board prefers that

the door be reflected as was originally there, even if the door is not functioning. Norgord stated that he is open to bringing back the original door.

The board will motion in 2 parts, main front house and the guest house.

For the front house motion:

Serra motioned to approve the main house as presented, with the exception of the front doors – both doors shall undergo a minor review for approval by the Board. Turner seconded. Approved as presented 4-0 by roll call.

The duplex is a contributing property. Norgord is proposing new stucco and windows as well as doors. Conversation with the Board regarding the stucco over the brick, the Board concurs that duplex shall remain brick, and is unlikely to approve the stucco proposal.

Turner motioned to approve the duplex as presented, with the exception of the exterior doors, which shall undergo a minor review, and reject the motion to stucco over the brick, brick shall remain. The porches shall be restored as per the inventory form, including the clay roof tile. Serra Seconded. Approved as presented 4-0 by roll call.

- b. SD-0923-00099, 728 E 4th Street**
Replace windows and restucco exterior
Full Review/Contributing Resource

Brent Jones presented. Windows will be the Pella wood exterior, historic product line to replace the existing windows as they currently exist. Windows will match the existing color. New Stucco will match the existing texture and color – new scratch coat and final coat with a sand finish. The overall thickness of the stucco will remain the same. Sill heights will remain the same. Window sills are painted to match the window color. Jones stated that if there is any damage or repair needed, it will be replaced like for like. Turner asked if the windows were going to have divided glass or just double-hung. Jones stated that windows will be replaced like for like.

Serra motioned to approve the project as presented for the windows and stucco replacement. Windows will be replaced like for like, any and all windows that are not original to the home shall be replaced to conform to the current historical guidelines. Turner seconded. Approved as presented 5-0 by roll call.

5. Hybrid Meeting Discussion

Brown stated that there will need to be a vote by the board soon regarding Hybrid meetings and that the City is going to be pushing for a hybrid meeting format in the future.

6. Staff Updates - Information Only

No staff updates

7. Future Agenda Items

Serra asked what is happening with the Guidelines. Glock stated that he will ask McDonnell about that.

8. Adjournment

Glock motioned to adjourn at 7:40

Jim Glock, Acting Chair / Darci Hazelbaker, Secretary