



# Staff Report

PLANNING DIVISION

To: Salt Lake City Historic Landmark Commission

From: Kelsey Lindquist  
801-535-7930 or Kelsey.lindquist@slcgov.com

Date: July 7, 2016

Re: **PLNHLC2016-00250 – Park Street Window and Door Replacement**

## MAJOR ALTERATION

**PROPERTY ADDRESS:** 764 South Park Street  
**PARCEL ID:** 16-07-203-019-0000  
**HISTORIC DISTRICT:** Central City Local Historic District  
**ZONING DISTRICT:** SR-3 (Special Development Pattern Residential District)  
**MASTER PLAN:** Low Density Residential (1-15 dwelling units/acre)

**REQUEST:** Daniel Teed is requesting approval for the replacement of the windows and the front door at the subject property. The property is located at approximately 764 South Park Street, in the Central City Historic District. The property is currently under enforcement, as the nine windows and the door have already been replaced. The subject property is zoned SR-3 (Special Development Pattern Residential) and is located within Council District 4, represented by Derek Kitchen.

**RECOMMENDATION:** Based on the analysis and findings listed in this staff report, testimony and the proposal presented, I move that the Commission **deny** the request for a major alteration for the replacement of eight windows and **approve** one window on the west facade and the front door at 764 S. Park Street.

**RECOMMENDED MOTION:** Based on the analysis and findings listed in this staff report, testimony and the proposal presented, I move that the Commission **deny** the request for a certificate of appropriateness for the replacement of eight windows and **approve** the request for a certificate of appropriateness for the the replacement of one window on the west façade, and the installation of the new front door.



**BACKGROUND AND PROJECT DESCRIPTION:**

The subject property is located on a .0587 of an acre parcel, which is approximately 2,556 square feet in size. The parcel is zoned SR-3 and is located within the Central City Local Historic District. Central City Local Historic District was designated in 1991. The subject property is a contributing structure and is currently rated a B.

The subject property was constructed circa 1914, and is considered to be a speculative house by Chytrous and Rudine. Several of the surrounding properties on Park Street are of similar style and dates of construction. The Reconnaissance Level Survey published in 1989, rates the subject property as a B and contributory. The images provided in the survey, see Attachment E, illustrate the front façade with its original windows. Additionally, the subsequent survey conducted in 1994 also provides an image of the property with its original windows. The most recent survey of Central City Historic District conducted in 2013, contains an image of the subject property with modified windows. The image below illustrates these changes. In addition to the windows being replaced, the front steps were moved to the south, the front door was replaced and a rear addition was constructed sometime between 1994 and 2007.

The subject property was recently purchased by the applicant. Since purchasing, the applicant has replaced nine windows and the front door and was also required to conduct meth remediation. The applicant claims that the previous windows consisted of aluminum sliders and that the replacement was necessary to meet egress on the east and interior cabinet heights on the south. While it is difficult to determine the previous window material with Google imagery and survey photos, it does not; however, appear to have been aluminum. The previous windows appear to have the same profile and design as the existing transoms, which are wood. The image below illustrates the home prior to the enforcement case; the front façade windows and south façade windows are still intact in the image. The front façade windows appear to have been double or single-hung with an aluminum screen on the lower sash. It is possible that the previous windows were not wood and were rather a composite material. The subject property has been under enforcement since April 5, 2016 (HAZ2016-00451).



Subject property prior to modifications



Subject property post modifications

**Windows**  
**East Facade**

The applicant is requesting a certificate of appropriateness for the replacement of nine windows. The request includes the two front double or single-hung windows on the primary facade, four windows on the south facade, two windows on the north facade and one window on the west facade. The structure has two locations where a vinyl replacement is appropriate, the north and west facade.

The two windows that were replaced on the front facade were previously a double or single-hung window, with a transom window above. Additionally, the windows appeared to have had aluminum screens installed on



The east and south elevation prior modifications

the lower sash.

The windows were removed and replaced with vinyl sliding windows. It is difficult to know what the previous material was with certainty; however, the previous windows appear to be too thick in profile to have been comprised of aluminum. The image on page 3, illustrates the front façade windows prior to replacement and the additional image, illustrates the front façade windows post replacement.

The transom windows remain above the newly installed vinyl sliding windows. The recently installed vinyl sliding windows do not recess from the front façade. The windows are installed in such a way that they protrude approximately 2-3 inches outward from the existing transom, which is illustrated in the image to the right. The windows, while they are currently untrimmed, were installed directly on the casing from the previous window. This diminishes the historic character of the structure and any dimensionality that it previously contained. Additionally, the recently installed windows are inappropriate as to window type and style. The applicant replaced the window towards the south to meet egress requirements. This window could have been replaced with a casement window, which would have been a more compatible window style.



Image illustrating the installation

### South Facade

The previous windows on the south façade consisted of two double hung windows and two sliding windows, illustrated in the image below. The windows did not appear to be original to the structure. However, the openings were original to the structure. The image below on the right, illustrates the previous windows that were recently removed and the openings that have been modified.

The two windows towards the east were single or double-hung windows separated by a large mullion. The applicant removed the two double-hung windows and the mullion and installed one single picture window, see the image below on the right. The recently installed picture window does not fit the opening. There is approximately 2-3 inches below the window that has been filled with wood, the image below illustrates the space between the window opening and the vinyl sliding window.

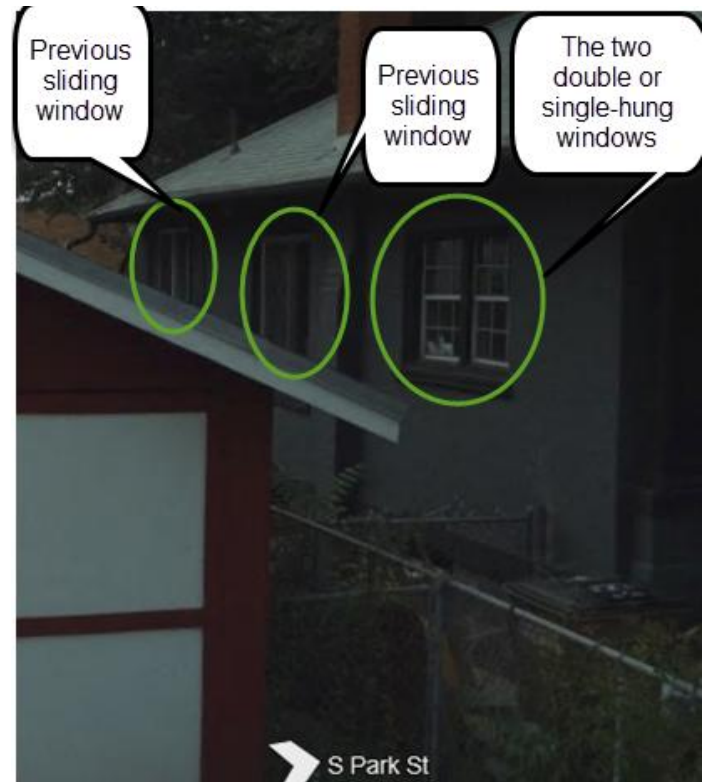


Image illustrating the previous windows on the south facade

The two windows towards the rear do appear to have been aluminum sliding windows. While the windows were not historic, the sizes of the openings were original to the property. The second picture window on the south façade does not fit the opening. There is substantial space beneath the recently installed window and sill. The space is filled with plywood.

The applicant explained that he removed the previous sliding window and installed a significantly smaller window to accommodate the kitchen cabinet height in the interior, see Attachment B. The window size is approximately 9 inches shorter than the original opening. The space measuring 9 inches below the recently installed window has been filled in with plywood, which is illustrated in the image below on the right. The window towards the west on the addition appears to be appropriately sized; however, it is not an inappropriate style for a readily visible façade. The applicant used vinyl for each window on this façade.



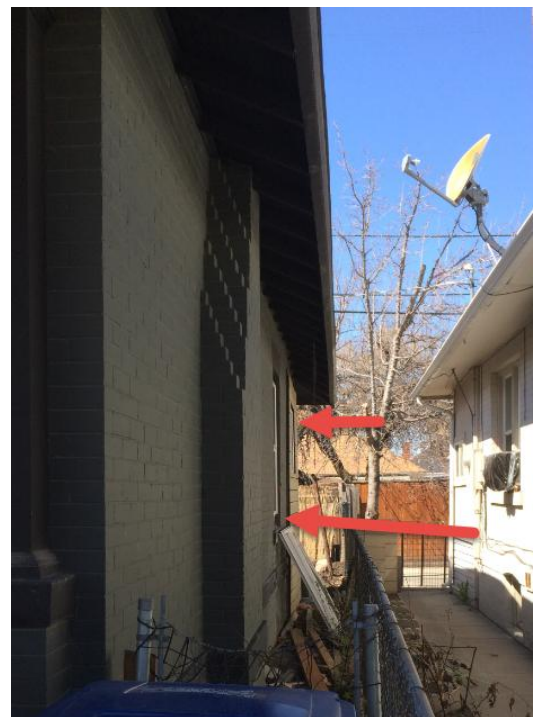
Image illustrating the size modifications

Additionally, the windows were installed onto the original casing. They are not appropriately recessed and protrude similarly to the windows on the primary façade.

**North Façade**

The windows located on the north façade were previously a single-hung window and a vinyl sliding window. The window located towards the east was replaced with a compatible style, but the opening was modified. The size of the window has been decreased with the replacement window. There is approximately 2-3 inches below the window. Even though this façade is not readily visible from the public way, modifying the historic window openings is not appropriate.

The window towards the west was replaced with a vinyl sliding window. This opening does not appear to have been modified. Vinyl windows are an appropriate material for façades that are not readily visible from the public way.



The north elevation post modifications



Image illustrating the size modifications on the north elevation



The north elevation post modifications

**West Façade**

Additionally, the windows located on the west façade are not visible from the public way. The replacement window that was installed, did not replace a historic window or an architecturally significant window. The window is located on an addition that previously contained a vinyl sliding window. The replacement window was in-kind and is appropriate for the location and the previous style. This installation did not impact the architectural significance of the property.

**Front Door**

In addition to the window request, the applicant is requesting a certificate of appropriateness for the replacement of the front door. The door that the applicant removed was not original to the structure and the new door is an appropriate replacement. The original door, illustrated in attachment E, contained four sections of glazing and a distinct block pattern. While the replacement door does not match the original, it is similar in regards to style and design. The new door is composed of fiberglass.



The east elevation prior to modifications



The east elevation post modifications

**KEY ISSUES:**

The key issues listed below have been identified through the analysis of the project, neighbor input and department review comments.

**Issue 1: Loss of Character Defining Features**

The windows on the primary façade and readily visible facades are character defining features of the subject property. If a window is not a character defining feature, or readily visible, staff may administratively approve a request for repair or replacement. Additionally, the replacement material for key character defining features is not appropriate. Based on information contained within this report, the request to completely remove and replace a character defining feature is not in keeping with applicable standards.

**Issue 2: Use of Prohibited Materials**

Vinyl sliding windows are not an appropriate replacement material for single or double-hung windows on the primary façade. Vinyl can be utilized for replacement windows only on areas that are not visible from the public way or readily visible. Windows that are deemed beyond repair can be replaced with an appropriate material and style. However, the applicant utilized vinyl sliding windows on the front façade and on the south façade, both of which are visible from the public way. Additionally, the windows appeared to have been repairable. The replacement window material is appropriate for the north and west facades, due to the lack of visibility from the public way. While vinyl is an approvable material for the north and west facades, the style and modifications made to the north façade is not in keeping with the applicable standards. Based on the information contained within this report, the request to completely remove and replace character defining features with a prohibited material and incompatible design is not in keeping with the applicable standards.

**Issue 3: Modifications to Window Openings**

Historic window openings on the east, south and north facades are defining features of this historic property. Even if the opening is not visible from the public way, staff does not encourage enlarging or decreasing window openings. Modifying window openings to meet required egress for a new bedroom can be approved on a case by case basis. The applicant suggests that the southern window on the east façade was modified for egress purposes; however, egress could have easily been achieved by installing a casement window that met the current opening and was appropriate in regards to the material. Based on the information contained within this report, the request to completely modify the size of character defining features is not in keeping with applicable standards.

**Issue 4: Incompatible Window Styles and Placement**

Even though the windows that were removed were potentially not original to the subject property, the replacement style, material and installation are not in keeping with applicable standards. If a replacement window is compatible in regards to style, material and placement, staff may administratively approve a request for a replacement window. However, based on the information contained within this report, the request to install vinyl sliding and picture windows that protrude from the façade are not in keeping with applicable standards.

**DISCUSSION:**

Staff advised the applicant that approval of a certificate of appropriateness is unlikely, and recommended that the applicant pursue replacement of the recently installed windows with more appropriate windows. The applicant requested to forward this petition to the Historic Landmark Commission.

**NEXT STEPS:**

If denied the applicant would not be allowed to replace the eight windows discussed in this staff report. Any decision of the Historic Landmark Commission may be appealed to the Appeals Hearing Officer within 10 days of the notice of decision.

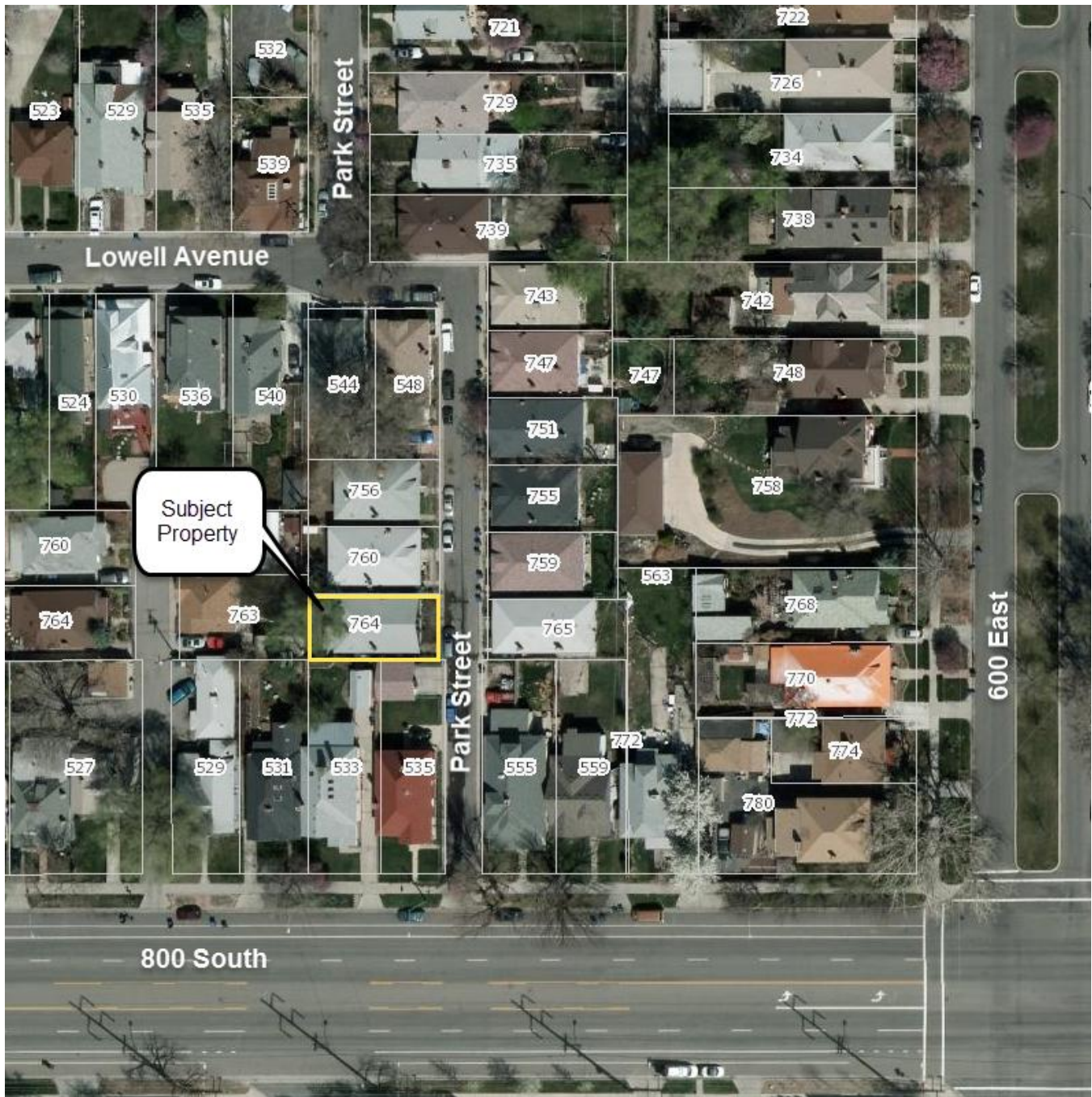
If the Certificate of Appropriateness is approved, the applicant may proceed with the project and will be required to obtain all necessary permits.

**ATTACHMENTS:**

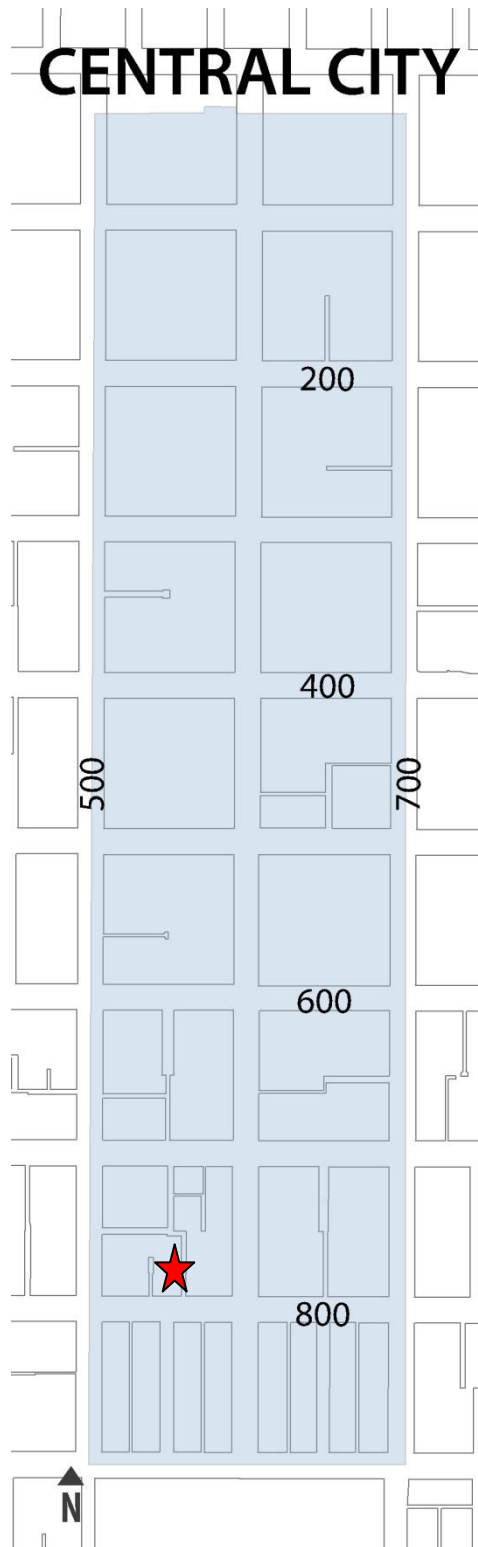
- A.** Vicinity Map
- B.** Historic District Map
- C.** Development Plan Set
- D.** Applicant Information
- E.** Historic Photos of Subject Property
- F.** Analysis of Standards
- G.** Applicable Design Guidelines
- H.** Public Process and Comments
- I.** Motions



# ATTACHMENT A: VICINITY MAP

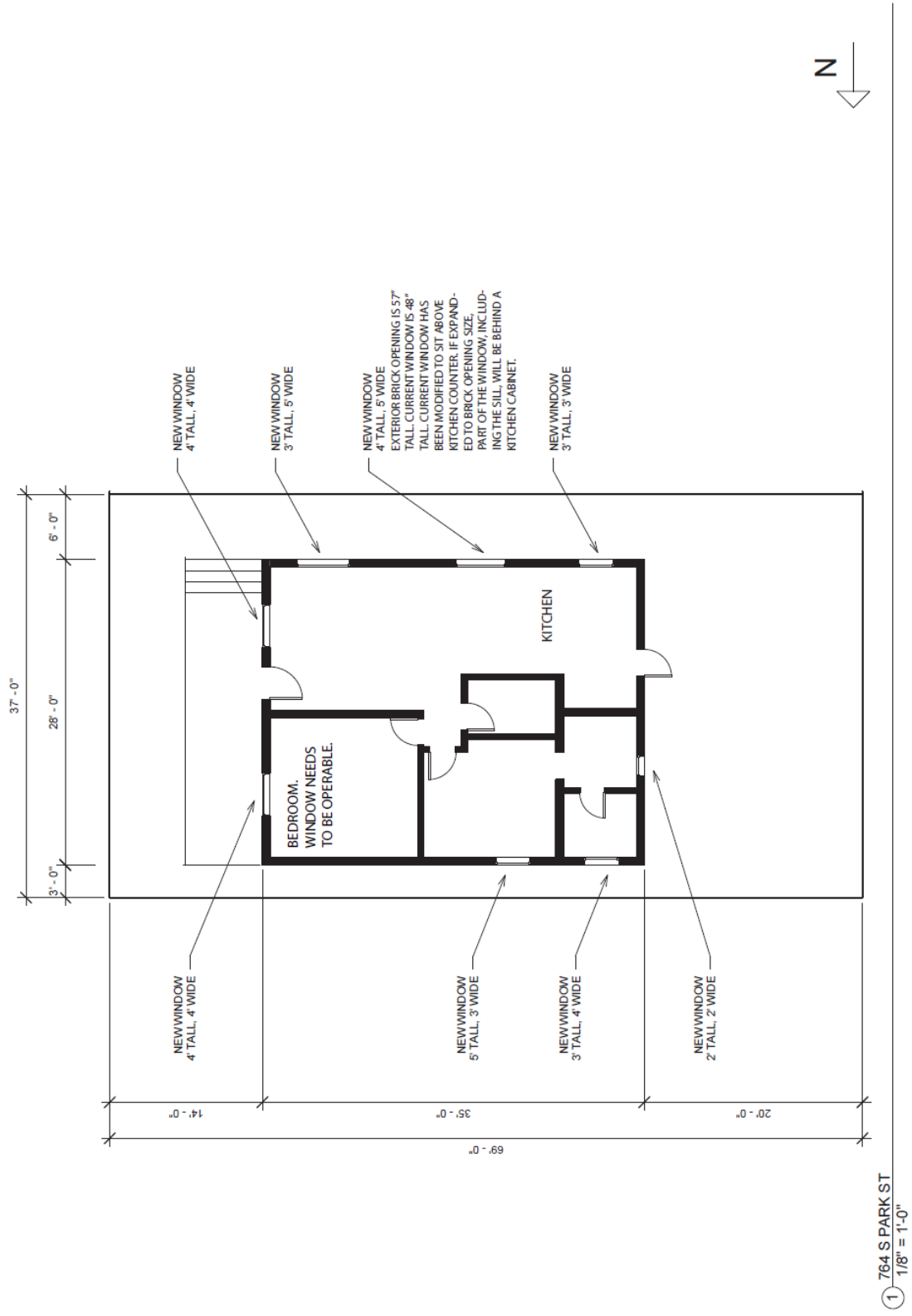


# **ATTACHMENT B: HISTORIC DISTRICT MAP**



**★ *Approximate project location***

# ATTACHMENT C: DEVELOPMENT PLAN SET



# ATTACHMENT D: APPLICANT INFORMATION



## HP: Minor Alterations

SALT LAKE CITY PLANNING

OFFICE USE ONLY			
Project #: PLNHLC2016-00250	Received By: Online	Date Received: 4/8/16	Zoning:
Project Name:			
PLEASE PROVIDE THE FOLLOWING INFORMATION			
Request: New Windows			
Address of Subject Property: 764 S Park St, SLC UT			
Name of Applicant: Daniel Teed		Phone: [REDACTED]	
Address of Applicant: 764 S Park St, SLC UT			
E-mail of Applicant: [REDACTED]		Cell/Fax:	
Applicant's Interest in Subject Property: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Architect <input type="checkbox"/> Other:			
Name of Property Owner (if different from applicant):			
E-mail of Property Owner:		Phone:	
→ <b>Please note</b> that additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be copied and made public, including professional architectural or engineering drawings, for the purposes of public review by any interested party.			
AVAILABLE CONSULTATION			
→ Planners are available for consultation prior to submitting this application. Please call (801) 535-7700 if you have any questions regarding the requirements of this application.			
WHERE TO FILE THE COMPLETE APPLICATION			
Mailing Address:	Planning Counter PO Box 145471 Salt Lake City, UT 84114	in Person:	Planning Counter 451 South State Street, Room 215 Salt Lake City, UT 84143 Phone: (801) 535-7700
SIGNATURE			
→ If applicable, a notarized statement of consent authorizing applicant to act as an agent will be required.			
Signature of Owner or Agent: Daniel Teed		Date: April 8, 2016	

Updated 7/8/15

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**SUBMITTAL REQUIREMENTS**

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Staff Review

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <b>1. Project Description</b> (please attach additional sheet)<br>Written description of your proposal  |
|                          |                          | <b>2. Drawings to Scale</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | One paper copy (24" x 36")  |
| <input type="checkbox"/> | <input type="checkbox"/> | A digital (PDF) copy  |
| <input type="checkbox"/> | <input type="checkbox"/> | One 11 x 17 inch reduced copy of each of the following  |
|                          |                          | <b>a. Site Plan</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan with dimensions, property lines, north arrow, existing and proposed building locations on the property. (see <i>Site Plan Requirements</i> flyer for further details) |
|                          |                          | <b>b. Elevation Drawing</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Detailed elevation, sections and profile drawings with dimensions drawn to scale of the area of change  |
| <input type="checkbox"/> | <input type="checkbox"/> | Show section drawings of windows, doors, railings, posts, porches, etc. if proposed also show type of construction where applicable.  |
|                          |                          | <b>3. Photographs</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Historic photographs of existing building/s (if available)  |
| <input type="checkbox"/> | <input type="checkbox"/> | Current photographs of each side of the building  |
| <input type="checkbox"/> | <input type="checkbox"/> | Close up images of details that are proposed to be altered  |
|                          |                          | <b>4. Materials</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | List of proposed materials  |
| <input type="checkbox"/> | <input type="checkbox"/> | Provide samples and/or manufactures brochures were applicable   |

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**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

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I acknowledge that Salt Lake City requires the items above to be submitted before my application can be processed. I understand that Planning will not accept my application unless all of the following items are included in the submittal package.

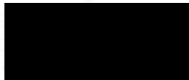
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Updated 7/8/15

I replaced the all of the existing single-pane aluminum windows in my house with new double-paned vinyl windows. The new windows are the same sizes as the ones that I replaced. The new windows were purchased at Lowe's. They are Pella Thermastar brand.

I have submitted a site plan with my house on it where the window sizes are indicated. Also attached is a section of the windows from the manufacturer. I have also attached a google street view of the house in 2013 and current photos of the house with the new windows. I have not yet painted the trim around the new windows (but will soon have the whole house painted so it's not all black.) I believe I included all relevant information, but if you need something else please contact me. Thank you!

Dan Teed



**ATTACHMENT E: HISTORIC PHOTOGRAPHS**



# **ATTACHMENT F: HISTORIC PRESERVATION STANDARDS**

## **H Historic Preservation Overlay District – Standards for Certificate of Appropriateness for Altering of a Landmark Site or Contributing Structure (21A.34.020.G)**

In considering an application for a Certificate of Appropriateness for alteration of a landmark site or contributing structure, the Historic Landmark Commission shall find that the project substantially complies with all of the general standards that pertain to the application and that the decision is in the best interest of the City.

Standard	Finding	Rationale
<b>Standard 1:</b> A property shall be used for its historic purpose or be used for a purpose that requires minimal change to the defining characteristics of the building and its site and environment;	Compliant	The use of the structure will remain single-family residential. No change of use is proposed.



<p><b>Standard 2:</b> The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p>	<p><b>Not Compliant</b></p>	<p><b>Windows on the East, South and North Façades</b>          Windows are considered a character defining feature. While the windows that were removed were not all original to the property, they were more compatible with the style and design of the structure.</p> <p>The primary façade contained two double or single-hung windows. The windows were appropriately recessed and appeared to be constructed out of wood. The replacement windows are protruding from the front façade and the existing transoms. The windows are inappropriate in design, placement and materiality (vinyl).</p> <p>The additional secondary façade windows (south) were replaced. The two openings that contained two single or double-hung windows were modified for one large picture window. Additionally, this window protrudes from the façade. The window is inappropriate in size, design, placement and materiality.</p> <p>The middle window on the south façade was also replaced with a vinyl sliding window. This window size was also modified to accommodate a cabinet height on the interior. This installation also protrudes from the façade. This window is inappropriate in size, design, materiality and placement.</p> <p>The window opening on the north façade was also modified to fit a new replacement window. This window replacement is inappropriate in regards to size.</p>
	<p>Compliant</p>	<p><b>Window on the West Facade</b>          As stated earlier, the locations that are conducive for vinyl replacement windows are located on the north and west facades. These two facades are not visible from the public way. The window on the West façade did not modify a historic opening and is appropriate in regards to material and style.</p>
	<p>Compliant</p>	<p><b>Front Door</b>          The recently installed front door did not replace a historic or original door. The door is compatible in regards to design, style and material.</p>

<p><b>Standard 3:</b> All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p>	<p>Not Compliant</p>	<p><b>Windows on the East, South and North Façades</b>  Planning Staff asserts that it was not the intention of the applicant to create a false sense of history with the window replacements. Replacement windows are approved on a case by case basis and are required to be the same size and proportion of the historic window opening, should match the original in its design, match the profile of the sash and its components, and use materials that appear similar to the original. That said, the alterations that have occurred do not meet any of the design guidelines above and do not have a solid historical basis and should not be allowed.</p>
<p><b>Standard 4:</b> Alterations or additions that have acquired historic significance in their own right shall be retained and preserved.</p>	<p>Not Applicable</p>	<p>No additions have occurred to the property. This standard does not apply.</p>
<p><b>Standard 5:</b> Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p>	<p>Not Compliant</p>	<p><b>Windows on the East, South and North Facades</b>  In terms of the removal of the mullion between the two single or double-hung windows on the south façade, this detail appears to have been original. Additionally, the removal and replacement of the 8 windows is not in accordance with this standard.</p>
	<p>Compliant</p>	<p>The wholesale removal of these architectural features compromises the historic integrity of the property by the loss of distinctive features and craftsmanship.</p> <p><b>Window on the West Façade</b>  The window located on the west façade replaced a window on an addition. The addition is not historic and did not contain distinctive features, finishes and construction techniques.</p>
	<p>Compliant</p>	<p><b>Front Door</b>  The previous front door was not original to the property and did not contain distinctive features, finishes or construction techniques.</p>

<p><b>Standard 6:</b> Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p>	<p><b>Not Compliant</b></p>	<p><b>Windows on the East, South and North Facades</b> As previously discussed, the replacement windows and modifications made to the openings are not appropriate in regards to design, materiality, placement and size. The replacement windows lack quality of materials and had the applicant approached the City with a proposal for the windows, a design could have been realized to meet this standard and applicable historic preservation design guidelines.</p>
	<p><b>Compliant</b></p>	<p><b>Window on the West Façade</b> In regards to the vinyl window that was replaced on the west façade, there were no deteriorated architectural features. The window was previously vinyl and was replaced in-kind. The window was neither historic nor original to the property and is not readily visible to the public way.</p>
	<p><b>Not Compliant</b></p>	<p><b>Front Door</b> The front door was not original to the property. The replacement does not meet an accurate duplication of the original front door in regards to style, material or design. While the replacement does not meet this standard, the front is compatible with the style of architecture.</p>
<p><b>Standard 7:</b> Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.</p>	<p><b>Not Applicable</b></p>	<p>The proposal does not include treatments of existing historic materials. This standard does not relate to this proposal.</p>
<p><b>Standard 8:</b> Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p>	<p><b>Not Compliant</b></p>	<p><b>Windows on the East, South and North Facades</b> Contemporary windows have been installed on the subject property, which altered character of the property. The design, size, and material are incompatible with the character of the property and have a negative effect on the historic home.</p>
	<p><b>Compliant</b></p>	<p><b>Window on the West Façade</b> The window located on the west façade did not destroy any architecturally significant features and is compatible in material and style for the particular location.</p>
	<p><b>Compliant</b></p>	<p><b>Front Door</b> The removal of the front door did not remove or alter any architecturally significant features. The replacement door is not an exact replica, but it is compatible with the character of the property.</p>

<p><b>Standard 9:</b> Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>	Not Compliant	<p><b>Windows on the East, South and North Facades</b> The alteration of the windows could be reversed. The windows could be replaced with appropriate windows and the historic integrity of the structure reinstated. These alterations do not protect the historic integrity of the property, and are thus inappropriate.</p>
	Compliant	<p><b>Window on the West Façade</b> The window on the west façade does not need to be replaced. This alteration does not affect the historic integrity of the property.</p>
	Compliant	<p><b>Front Door</b> The front door does not need to be replaced. This alteration does not affect the historic integrity of the property.</p>
<p><b>Standard 10:</b> Certain building materials are prohibited including the following: vinyl, asbestos, or aluminum cladding when applied directly to an original or historic material.</p>	Not Applicable	<p>This proposal does not include the use of vinyl or aluminum cladding.</p>
<p><b>Standard 11:</b> Any new sign and any change in the appearance of any existing sign located on a landmark site or within the H historic preservation overlay district, which is visible from any public way or open space shall be consistent with the historic character of the landmark site or H historic preservation overlay district and shall comply with the standards outlined in part IV, Chapter 21A.46 of this title.</p>	Not Applicable	<p>Signage is not part of this proposal. This standard does not apply.</p>

# **ATTACHMENT G: APPLICABLE DESIGN GUIDELINES**

The following are applicable historic design guidelines related to this request. On the left are the applicable design guidelines and on the right, a list of the corresponding Zoning Ordinance standards for which the design guidelines are applicable. The following applicable design guidelines can be found in *A Preservation Handbook for Historic Residential Properties & Districts in Salt Lake City*.

Applicable Design Guidelines	Corresponding Standards for a Certificate of Appropriateness
<p><b>Design Objective 3.1 Windows</b>            The character-defining features of historic windows and their distinct arrangement should be preserved. In addition, new windows should be in character with the historic building. This is especially important on primary facades.</p>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b>            2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;            3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.            5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.            6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.            8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.            9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>

<p><b>Design Objective 3.1 The functional and decorative features of historic windows should be preserved.</b></p> <ul style="list-style-type: none"> <li>• Features important to the character of a window include its frame, sash, muntins, mullions, glazing, sills, heads, jambs, moldings, operations, and the groupings of windows.</li> <li>• Frames and sashes should be repaired rather than replaced.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>Design Objective 3.2 The position, number, and arrangement of historic windows in a building wall should be preserved.</b></p> <ul style="list-style-type: none"> <li>• Enclosing a historic window opening in a key character-defining façade would be inappropriate, as would adding a new window opening.</li> <li>• This is especially important on primary facades, where the ratio of solid-to-void is a character-defining feature. Greater flexibility in installing new windows may be appropriate on rear walls or areas not visible from the public way.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>3.4 The historic ratio of window openings to solid wall on a primary façade should be preserved.</b></p> <ul style="list-style-type: none"> <li>Significantly increasing the amount of glass on a character-defining façade will negatively affect the integrity of the structure.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>3.5 The size and proportion of a historic window opening should be retained.</b></p> <ul style="list-style-type: none"> <li>An original opening should not be reduced to accommodate a smaller window, nor increased to receive a large window, since either is likely to disrupt the design composition.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>3.6 A replacement window should match the original in its design.</b></p> <ul style="list-style-type: none"> <li>• If the original is double-hung, then the replacement window should also be double-hung, or at a minimum appear to be so.</li> <li>• Match the replacement also in a number and position of glass panes</li> <li>• Matching the original design is particularly important on key character-defining facades.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>3.7 Match the profile of the sash and its components, as closely as possible to that of the original window.</b></p> <ul style="list-style-type: none"> <li>• A historic wood window has a complex profile within its casing. The sash steps back to the plan of the glazing (glass) in several increments.</li> <li>• These increments, which individually are measured in fractions of an inch, are important details.</li> <li>• They distinguish the actual window from the surrounding plane of the wall.</li> <li>• The profiles of wood windows allow a double-hung window, for example, to bring a rich texture to the simplest structure.</li> <li>• These profiles provide accentuated shadow details and depth to the facades of the building.</li> <li>• In general, it is best to replace wood windows with wood on contributing structures, especially on the primary facades.</li> <li>• Non-wood materials, such as vinyl or aluminum, will be reviewed on a case-by-case basis. The following will be considered: <ul style="list-style-type: none"> <li>○ Will the original casing be preserved?</li> <li>○ Will the glazing be substantially diminished?</li> <li>○ What finish is proposed?</li> <li>○ Most importantly, what is the profile of the proposed replacement window?</li> </ul> </li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>3.8 In a replacement window, use materials that appear similar to the original.</b></p> <ul style="list-style-type: none"> <li>• Using the same material as the original is preferred, especially on key character-defining facades.</li> <li>• A substitute material may be appropriate in secondary locations if the appearance of the window components will match those of the original dimension, profile and finish.</li> <li>• Installing a non-wood replacement window usually removes the ability to coordinate the windows with an overall color scheme for the house.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>4.3 Materials and design that match or that appear similar to the original should be used when replacing a door.</b></p>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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<p><b>4.4 A design that has an appearance similar to the original door or a door associated with the style of the house should be used when replacing a door.</b></p> <ul style="list-style-type: none"> <li>• When the appearance of the original door is unknown, other properties of similar style and period may provide evidence of appropriate design directions.</li> </ul>	<p><b>City Code 21AA.34.020.G. Certificate of Appropriateness for Alteration of a Landmark Site or Contributing Structure.</b></p> <p>2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;</p> <p>3: All sites, structure and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed.</p> <p>5: Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p> <p>6: Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects.</p> <p>8: Contemporary designs for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.</p> <p>9: Additions or alterations to structures and objects shall be done in such a manner that if such additions or alteration were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiate from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment.</p>
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## **ATTACHMENT H: PUBLIC PROCESS AND COMMENTS**

### **Public Notice, Meetings and Comments**

The following is a list of public meetings that have been held, and other public input opportunities, related to the proposed project.

#### **Notice of the public hearing for the proposal include:**

- Notice mailed on June 23, 2016
- Agenda posted on the Planning Division and Utah Public Meeting Notice websites on June 30, 2016
- Subject property was posted on June 27, 2016

One email was received in response to the enforcement case.

One phone call was received in response to the noticing - Brian, a neighbor of Daniel Teed, stated that the house looks a million times better than it has in a long time. He did mention that he is supportive of the upgrades, and is unfamiliar with the rules, but they should have been followed.

Any other correspondence received after the publication of this staff report will be forwarded to the Historic Landmark Commission.

**From:** cindy cromer <[REDACTED]>  
**Sent:** Wednesday, April 20, 2016 3:16 PM  
**To:** [christopher.earl@slcgov.com](mailto:christopher.earl@slcgov.com)  
**Cc:** Coffey, Cheri  
**Subject:** Fw: 764 S Park Enforcement - Building Permit Application Posted Today.

[Next](#) [Last](#)

Chris-The problem is the false multins on the replacement windows which are not appropriate. The vinyl windows on the front facade are not appropriate. The contractor is responsible for not getting the appropriate permits. I do not understand why Roger has said to proceed with the work, according to Dan Teed. cindy

(copying Cheri Coffey because Michaela is out of the office until May)

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**From:** cindy cromer [[mailto:\[REDACTED\]](mailto:[REDACTED])]  
**Sent:** Wednesday, April 20, 2016 3:59 PM  
**To:** Lindquist, Kelsey  
**Cc:** Earl, Christopher  
**Subject:** Fw: 764 S Park Enforcement - Building Permit Application Posted Today.

Kelsey-The person who looks up information on Accela for me has found that this enforcement case has been assigned to you. I do NOT understand the communication from Dan Teed below about continuing with the work. I also do not understand why Roger is involved. Sincerely, cindy c.

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# **ATTACHMENT I: MOTIONS**

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## **Staff Recommendation:**

Based on the analysis and findings listed in this staff report, testimony and the proposal presented, I move that the Commission deny the request for a Certificate of Appropriateness for the replacement of 8 windows and approve the request for the replacement of 1 window on the west façade and the front door at 764 South Park Street. Specifically, the Commission finds that the proposed project complies with the review standards.

## **Not Consistent with Staff Recommendation:**

Based on the analysis and findings listed in this staff report, testimony and the proposal presented, I move that the Commission approve the request for a Certificate of Appropriateness for the replacement of 8 windows at 764 South Park Street. Specifically, the Commission finds that the proposed project complies with the review standards based on the following findings (Commissioner then states findings based on the Standards to support the motion):

1. A property shall be used for its historic purpose or be used for a purpose that requires minimal change to the defining characteristics of the building and its site and environment;
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided;**
3. **All sites, structures and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create a false sense of history or architecture are not allowed;**
4. Alterations or additions that have acquired historic significance in their own right shall be retained and preserved;
5. **Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved;**
6. **Deteriorated architectural features shall be repaired rather than replaced wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures or objects;**
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible;
8. **Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant cultural, historical, architectural or archaeological material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment;**
9. **Additions or alterations to structures and objects shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired. The new work shall be differentiated from the old and shall be compatible in massing, size, scale and architectural features to protect the historic integrity of the property and its environment;**
10. Certain building materials are prohibited including the following:
  - a. Aluminum, asbestos, or vinyl cladding when applied directly to an original or historic material.
11. Any new sign and any change in the appearance of any existing sign located on a landmark site or within the H historic preservation overlay district, which is visible from any public way or open space shall be consistent with the historic character of the landmark site or H historic preservation overlay district and shall comply with the standards outlined in chapter 21A.46 of this title.

The Historic Landmark Commission shall make findings on the H Historic Preservation Overlay zone standards and specifically state which standard or standards are not being complied with.