



# Staff Report

PLANNING DIVISION  
COMMUNITY AND NEIGHBORHOODS

To: Salt Lake City Historic Landmark Commission  
From: Caitlyn Tubbs  
(801)-535-7706 or Caitlyn.Tubbs@slcgov.com  
Date: April 7, 2022  
Re: PLNHLC2021-01311

## MINOR ALTERATION – WINDOW REPLACEMENT

**PROPERTY ADDRESS:** 129 West 400 North  
**PARCEL ID:** 08-36-283-009-0000  
**HISTORIC DISTRICT:** Capitol Hill Local Historic District  
**ZONING DISTRICT:** SR-1A and H Historic Preservation Overlay District

**REQUEST:** Ben Kjar, representing the property owner, is requesting a retroactive Certificate of Appropriateness for the replacement of multiple original windows at 129 West 400 North with vinyl single-hung and vinyl picture windows.

**RECOMMENDATION:** Upon review of the proposal and the applicable standards and ordinances, Staff recommends the Historic Landmark Commission approve the request for a Certificate of Appropriateness in part for replacement of All of the windows on the eastern (side) and southern (rear) facades, and for windows B1, B2, S5 and S6 on the western (side) façade; and deny the request for a Certificate of Appropriateness in part for replacement of the windows on the northern (front) façade and for window M5 on the western (side) façade as diagrammed herein.

### ATTACHMENTS:

- A. Vicinity Map
- B. Historic District Map
- C. Site Photos
- D. Applicant's Submittal Materials
- E. Historic Photos
- F. Survey Information Sheets
- G. Historic Standards Analysis
- H. Applicable Design Guidelines
- I. Public Process and Comments

### BACKGROUND INFORMATION:

The subject property is a detached single-family dwelling unit which was constructed in 1892. The property is located in the Capitol Hill Local Historic District and is listed as an Eligible/Contributing Structure. On October 6, 2021 a complaint was filed with the Salt Lake City Civil Enforcement Division regarding the subject property at

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129 West 400 North. The complaint was that the historic windows had been removed from the property without prior approval. Following an investigation the Civil Enforcement Staff informed the Applicant he would need to obtain a retroactive Certificate of Appropriateness for the new windows before he could continue with the remodel of the home.

The Applicant has filed a Minor Alteration request for the replacement of multiple windows on the home and Staff has referred this request to the Historic Landmark Commission because Staff has found many of the new windows are not appropriate replacements for the originals and are ineligible for administrative approval. Upon review of the submittal materials and site photographs, Staff has noted nineteen windows that have been replaced with vinyl windows. A diagram of the locations of these windows has been included in this staff report.

**KEY ISSUES AND DISCUSSION:**

Section 21A.34.020(G) outlines the standards which need to be met for the issuance of a Certificate of Appropriateness for the alteration of a contributing structure in a local historic district. These standards have also been listed and evaluated in Attachment F.

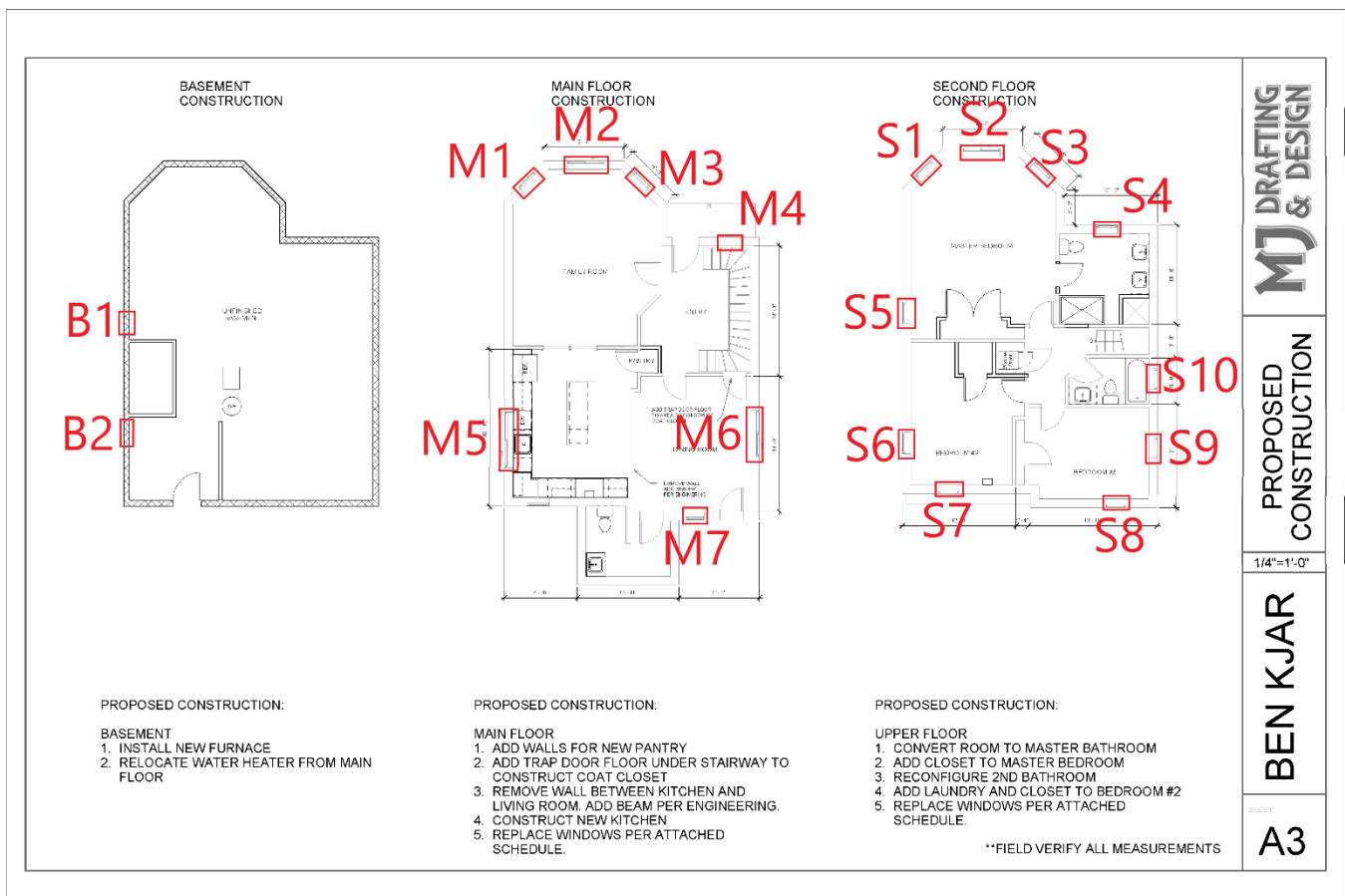


Figure 1: Floor plan submitted by Applicant with Staff annotations of replaced windows.

The Applicant has replaced multiple windows in the historic home as shown in the image above; the windows which were replaced are outlined in red. A number of these windows (B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10) are not readily visible from the public right of way and could be eligible for an administrative approval, however, Staff has found the windows on the front façade do not meet the standards of approval and has forwarded the entire request to the Historic Landmarks Commission.

### Issue 1: Removal of Original Windows

Unfortunately, in this case the original windows were removed before Staff was able to examine them for signs of deterioration or damage. The Residential Design Guidelines stress the importance of repairing historic windows instead of replacing them wherever possible and in this case, where no damage has been demonstrated, a replacement window was not warranted. Additionally, the Guidelines urge that each window being replaced be considered on a case-by-case basis and heavily discourages wholesale replacement of windows in historic structures.

### Issue 2: Secondary Façade Windows

Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 are located on secondary façades and are not readily visible from the public right of way. Windows B1, B2, S5, and S6 are located on the western (side) façade. The surrounding homes are built closely enough to the subject structure that the windows on the secondary façades are not easily seen. Windows M5 is also located on a secondary façade, however, these windows are shorter than the originals and the opening in the façade has been enclosed with a wooden board. Changes to the opening sizes within the brick itself is highly discouraged by the standards so these windows are not appropriate. The Residential Design Guidelines prohibit the increasing or decreasing the sizes of the openings in the façades and these windows should be replaced with a window that is the same size as the originals and the pre-existing opening. Windows S10, S9, and M6 are located on the eastern (side) façade and are even more difficult to see from the public right of way, these windows are appropriate for their locations in the building. Additionally, windows M7, S7, and S8 are located on the rear of the building and are not visible at all from the public street. Therefore, these windows are appropriate.



Figure 2: Southern (rear) façade



Figure 3: Eastern (side) façade



Figure 4: Western (side) façade

### Issue 3: Primary Façade Windows

The original windows on the primary (north) façade contributed significantly to the historic character of the building. With the replacement of these windows unique architectural features, such as carved wooden trim, have been lost. The replacement windows are not of the same profile, proportion, or material as the originals. The sash lengths in windows M1, M3, S1, and S3 are different than those of the original windows and windows M2 and S2 have been replaced with simple picture windows and the decorative muntins and mullions of the originals are no longer present.

Windows M1, M2, M3, M4, S1, S2, S3, and S4 are highly visible from the 400 North public street and the original windows were character-defining features of the structure. As shown in the 2006 photograph of the site (right) windows M1, M3, S1, and S3 are wooden double-hung windows with equally-sized glazing. Windows M2 and S2 are both fixed picture windows with decorative muntins. The brick arches slightly above the rectangular M2 window while the S2 window features arched glazing and a brick arch above the opening as well. Similarly, windows M4 and S4 are also fixed rectangular picture windows, with M4 featuring decorative wooden carving around the frame.



Figure 5: 2006 RLS Survey photograph of subject property showing original windows and woodwork details.

As shown in the photo to the lower right, the Applicant has replaced windows M2 and S2 with fixed picture windows, but without the muntins and woodwork. The muntins and woodwork on these windows contributed significantly to the historic character of the structure and have been lost with the replacement of the original windows.



Figure 6: Photograph of front exterior provided by Applicant.

Windows M1, M3, S1, and S3 have been replaced with vinyl single-hung windows. Windows M4 and S4 have also been replaced with fixed picture windows. The size of the window opening in the brick front façade has not been altered as part of these replacements; the Applicant has not painted the exterior or altered the lintels above and below the windows. The proportions of glazing for windows S1 and S3 appear to be the same as the originals but windows M1 and M3 do not utilize the same proportions of glazing as the historic windows. The windows have been set into the brick façade at approximately the same depth as the original windows. There is also a difference in texture and detailing of materials between the original wooden framed windows and the vinyl framed replacement windows.

**NEXT STEPS:**

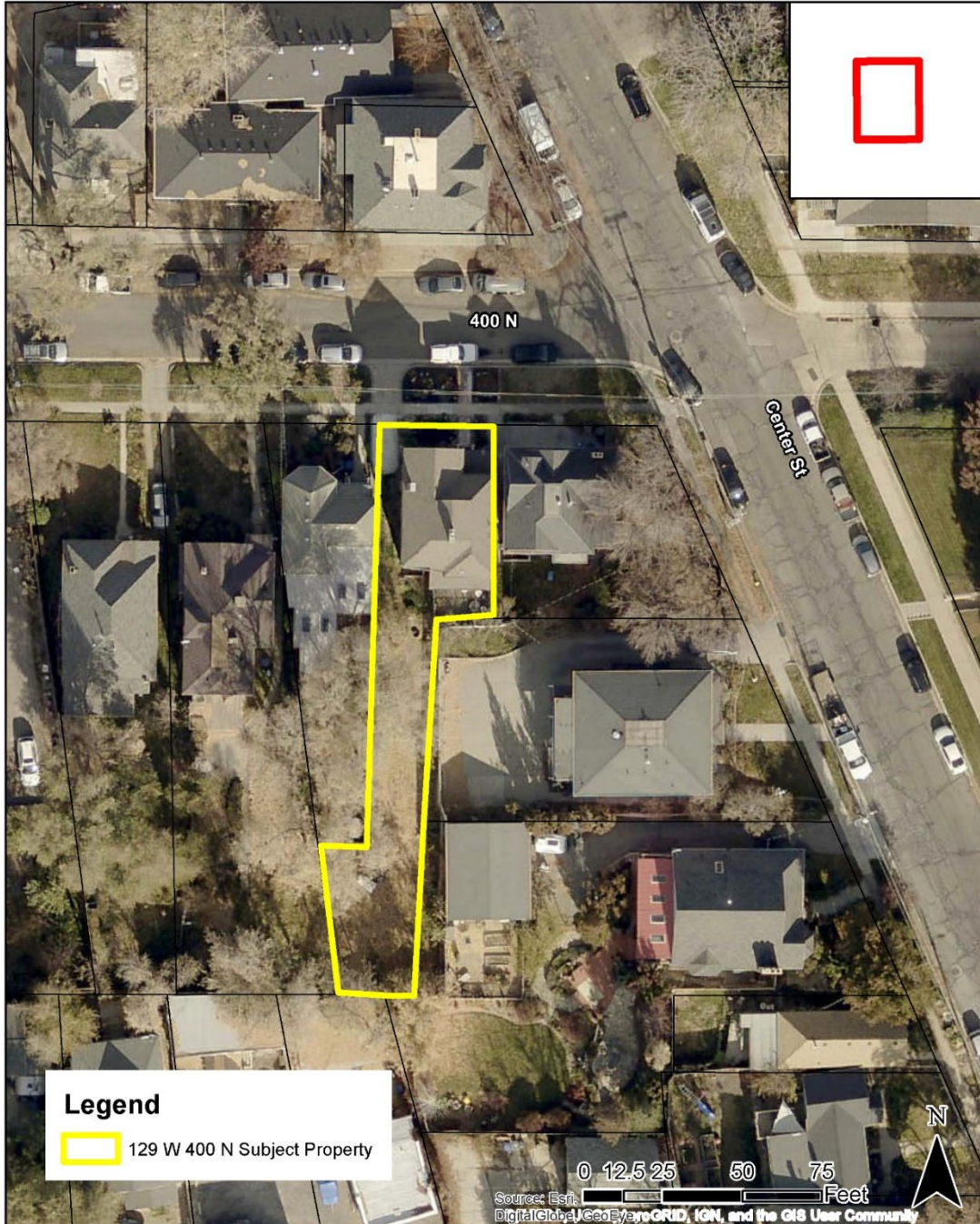
If approved in part as recommended by staff a certificate of appropriateness will be issued for window replacements on the secondary facades not readily visible from the public way. If denied in part as recommended by staff, the Applicant would not be able to replace the windows on the front elevation which are visible from the right of way. The applicant would be required to submit a new minor alteration application with more appropriate replacement windows for review.

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# ATTACHMENT A: VICINITY MAP

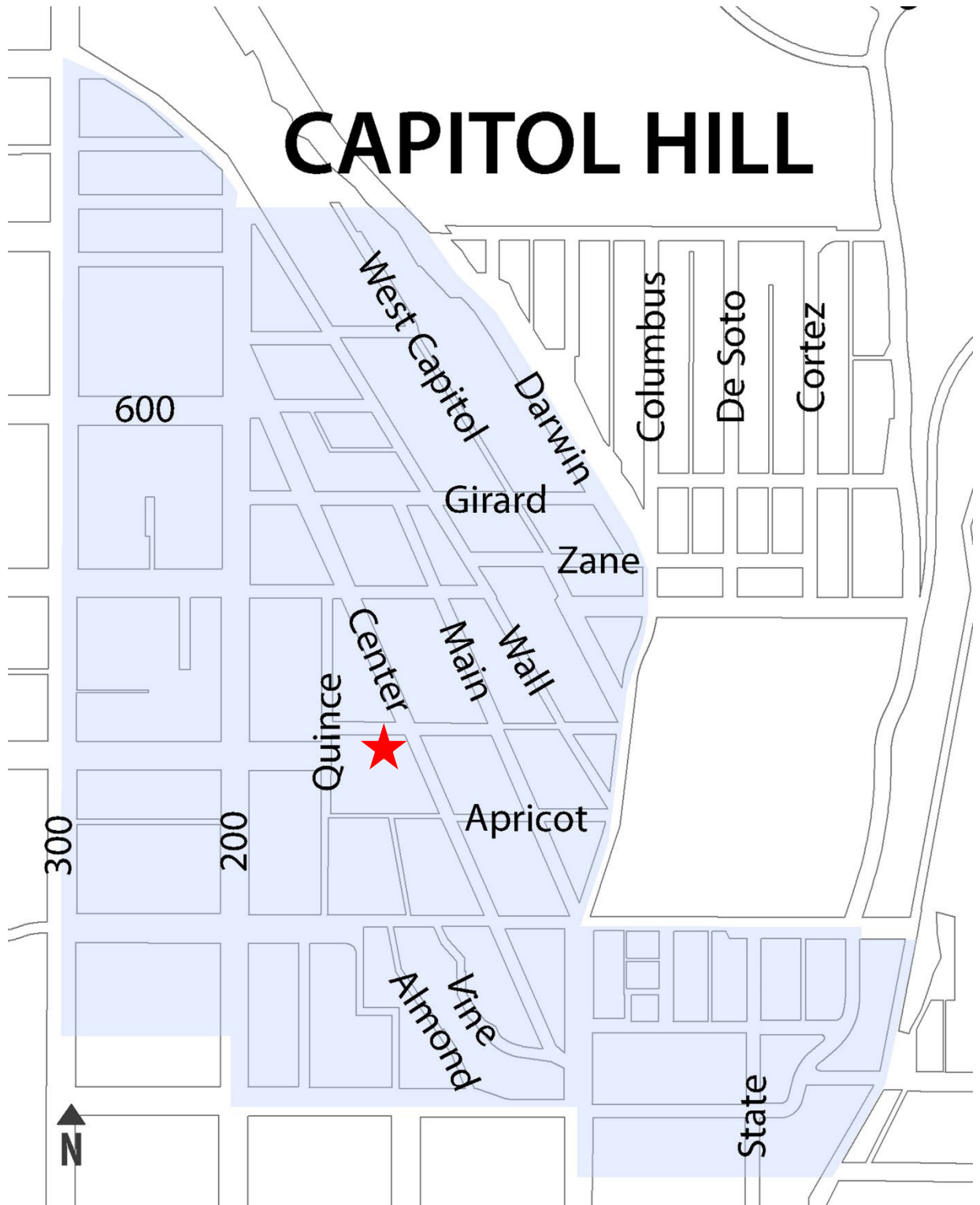
## Vicinity Map



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# ATTACHMENT B: HISTORIC DISTRICT MAP



## **ATTACHMENT C: SITE PHOTOS**

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*Figure 7: Photograph of front (northern) facade provided by Applicant.*



*Figure 8: Photograph of rear (southern) facade provided by Applicant.*





*Figure 9: Photograph of side (eastern) facade provided by Applicant.*

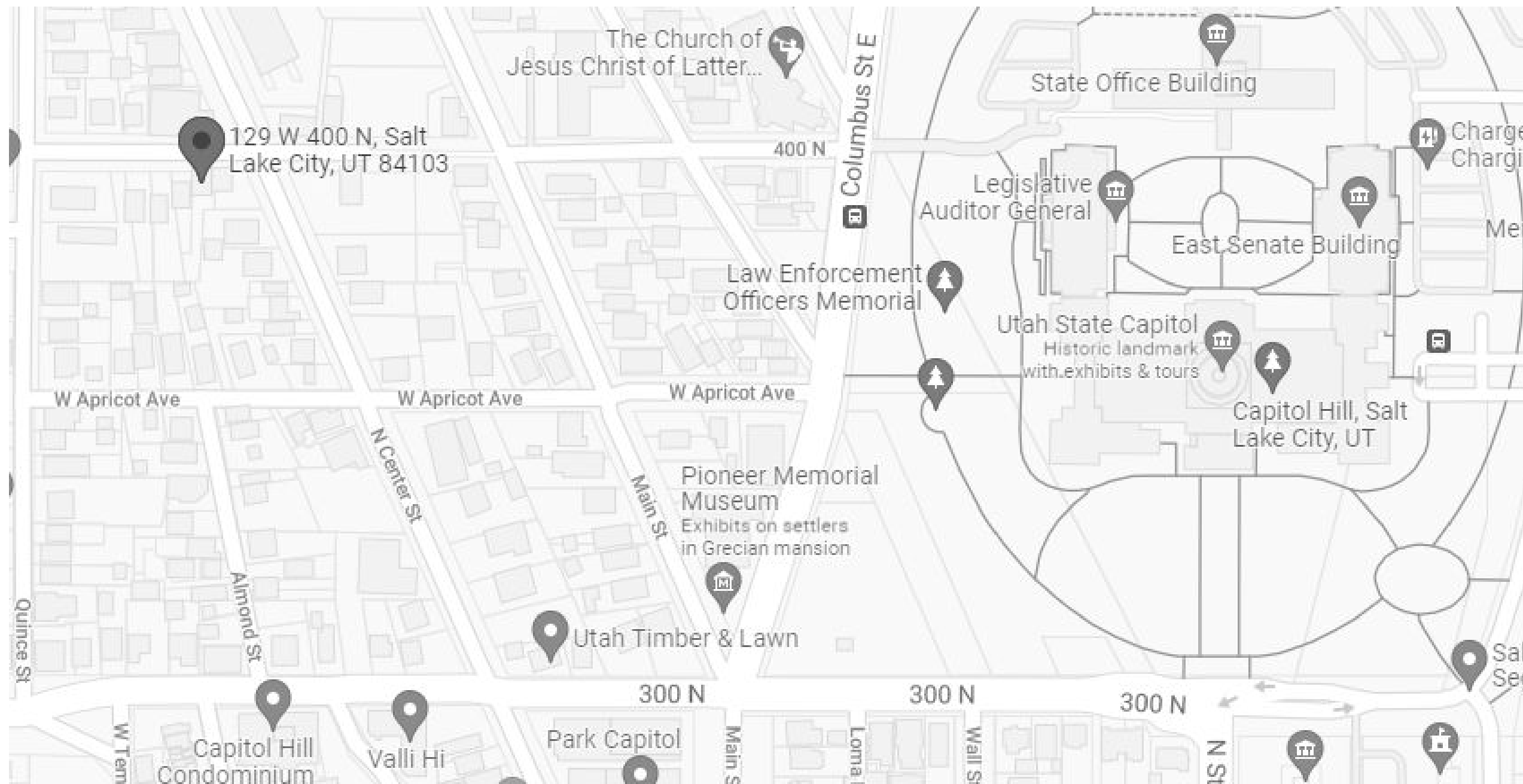


*Figure 10: Photograph of side (western) facade provided by Applicant.*

# **ATTACHMENT D: APPLICANT'S SUBMITTAL MATERIALS**

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# PROPOSED REMODEL AT 129 W 400 N SALT LAKE CITY, UTAH



## GENERAL NOTES

### 1.1 COMPLIANCE

1. ALL WORK TO CONFORM TO GOVERNING MUNICIPALITY'S STANDARDS, SPECIFICATIONS AND REQUIREMENTS.
2. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THESE CONTRACT DOCUMENTS AND THE MOST RECENT, ADOPTED EDITIONS OF THE FOLLOWING: INTERNATIONAL BUILDING CODE (IBC), THE INTERNATIONAL PLUMBING CODE, AND STATE DRINKING WATER REGULATIONS.

### 1.2 PERMITTING AND INSPECTIONS

1. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING SURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED THOROUGHLY REVIEWED PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
2. CONTRACTOR IS RESPONSIBLE FOR SCHEDULING AND NOTIFYING INSPECTING AUTHORITY 48 HOURS IN ADVANCE OF COVERING UP ANY PHASE OF CONSTRUCTION REQUIRING OBSERVATION.

### 1.3 COORDINATION & VERIFICATION

1. ALL DIMENSIONS, & UTILITY DESIGNS SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

### 1.4 SAFETY AND PROTECTION

1. CONTRACTOR IS SOLELY RESPONSIBLE FOR THE MEANS AND METHODS OF CONSTRUCTION,
2. CONTRACTOR IS RESPONSIBLE FOR THE SAFETY OF THE PROJECT AND SHALL MEET ALL OSHA REQUIREMENTS.
3. CONTRACTOR SHALL COMPLY WITH LOCAL NOISE ORDINANCE STANDARDS.

## TABLE OF CONTENTS

- A1- COVER SHEET
- A2 - EXISTING CONSTRUCTION
- A3 - NEW CONSTRUCTION

PARCEL 08362830090000

COM 51.26' W OF NE COR NOT 6 BLK 16  
PLAT E SLC SUR S64.51' W 17.51 FT S'LY  
113.94' W'LY 24' N'LY 47.6' E'LY 16' N'LY 113'  
E 36.525' TO BEG

**MJ DRAFTING & DESIGN**

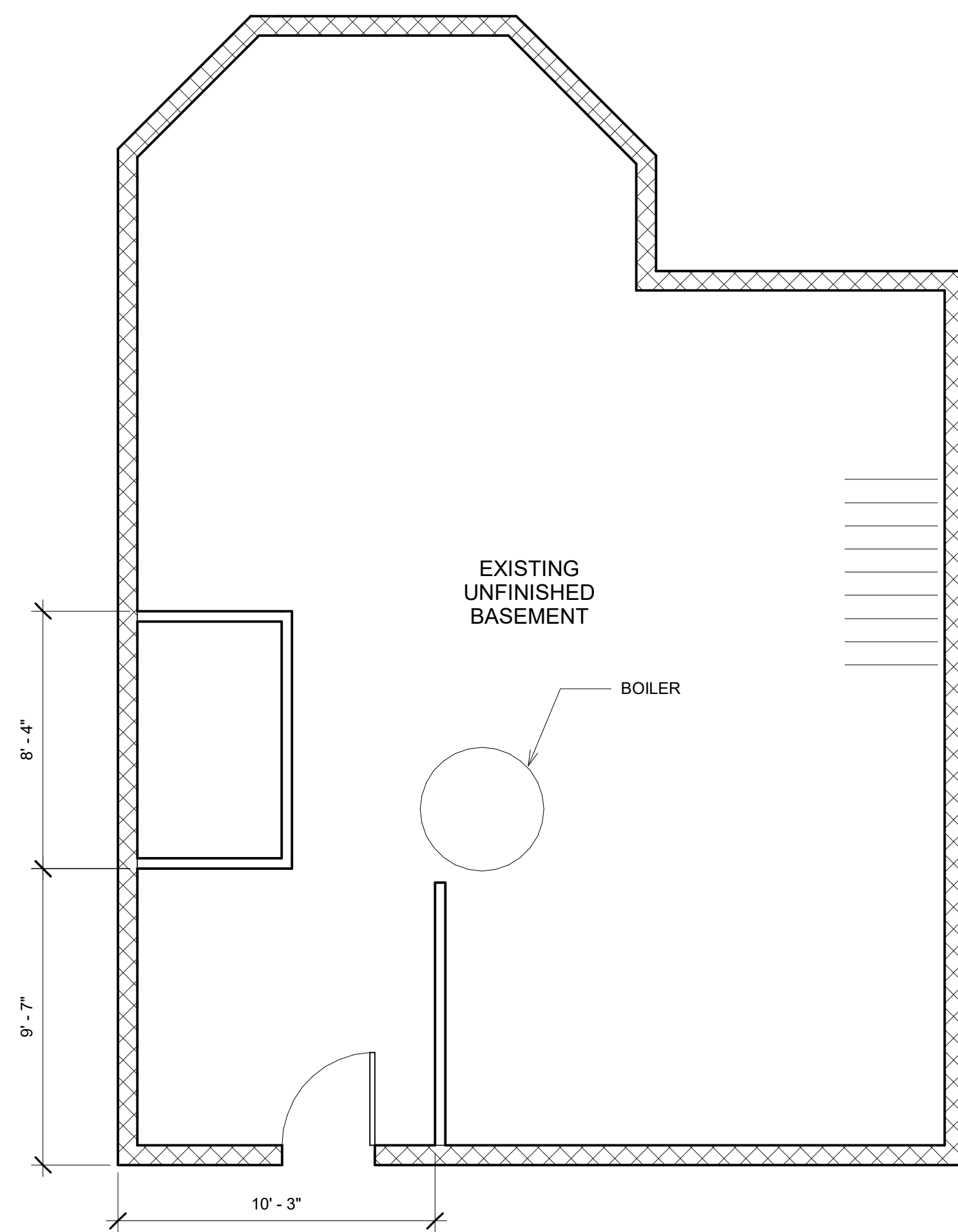
**129 W 400 N  
SALT LAKE CITY**

**BEN KJAR**

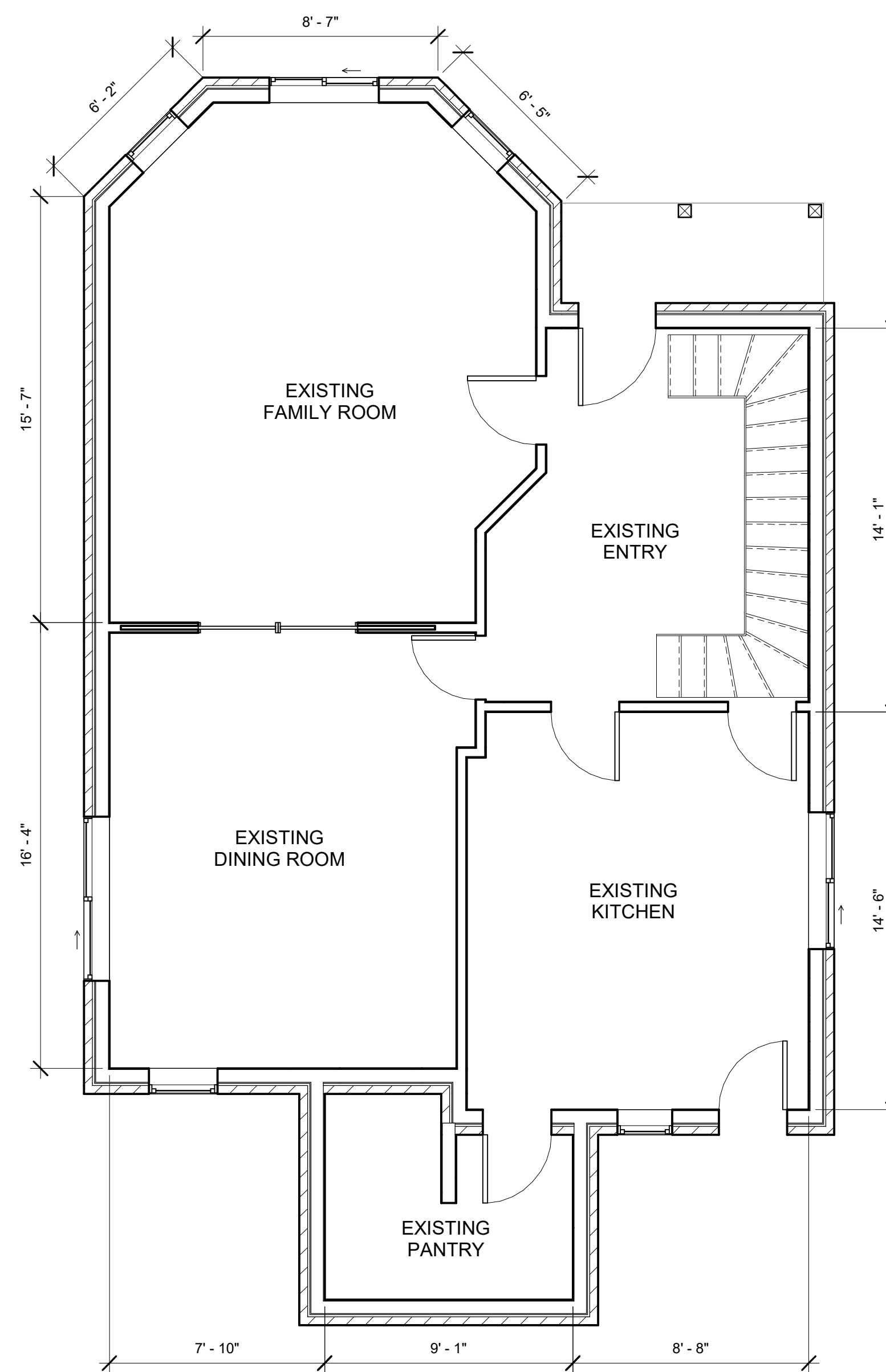
SHEET

**A1**

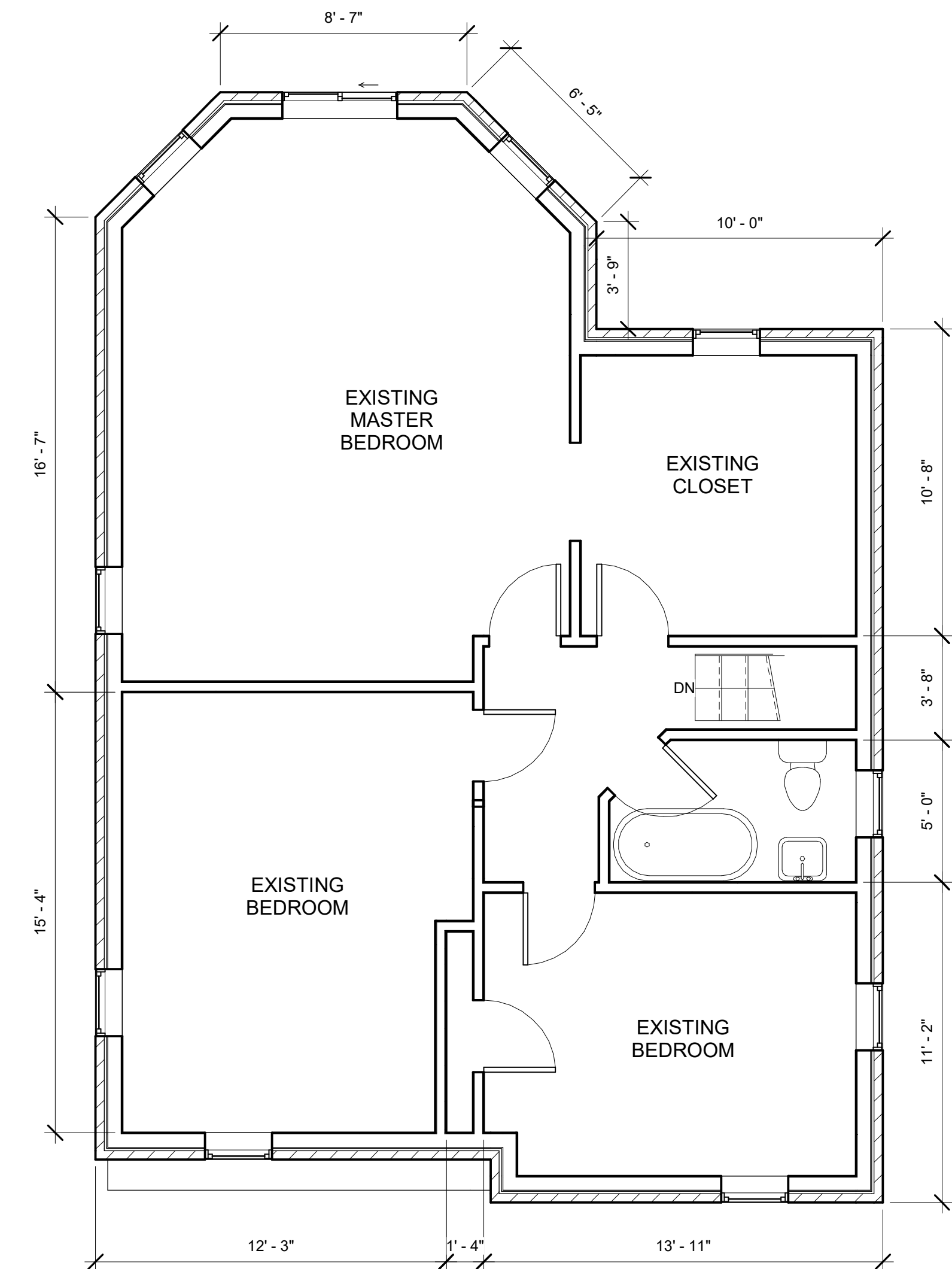
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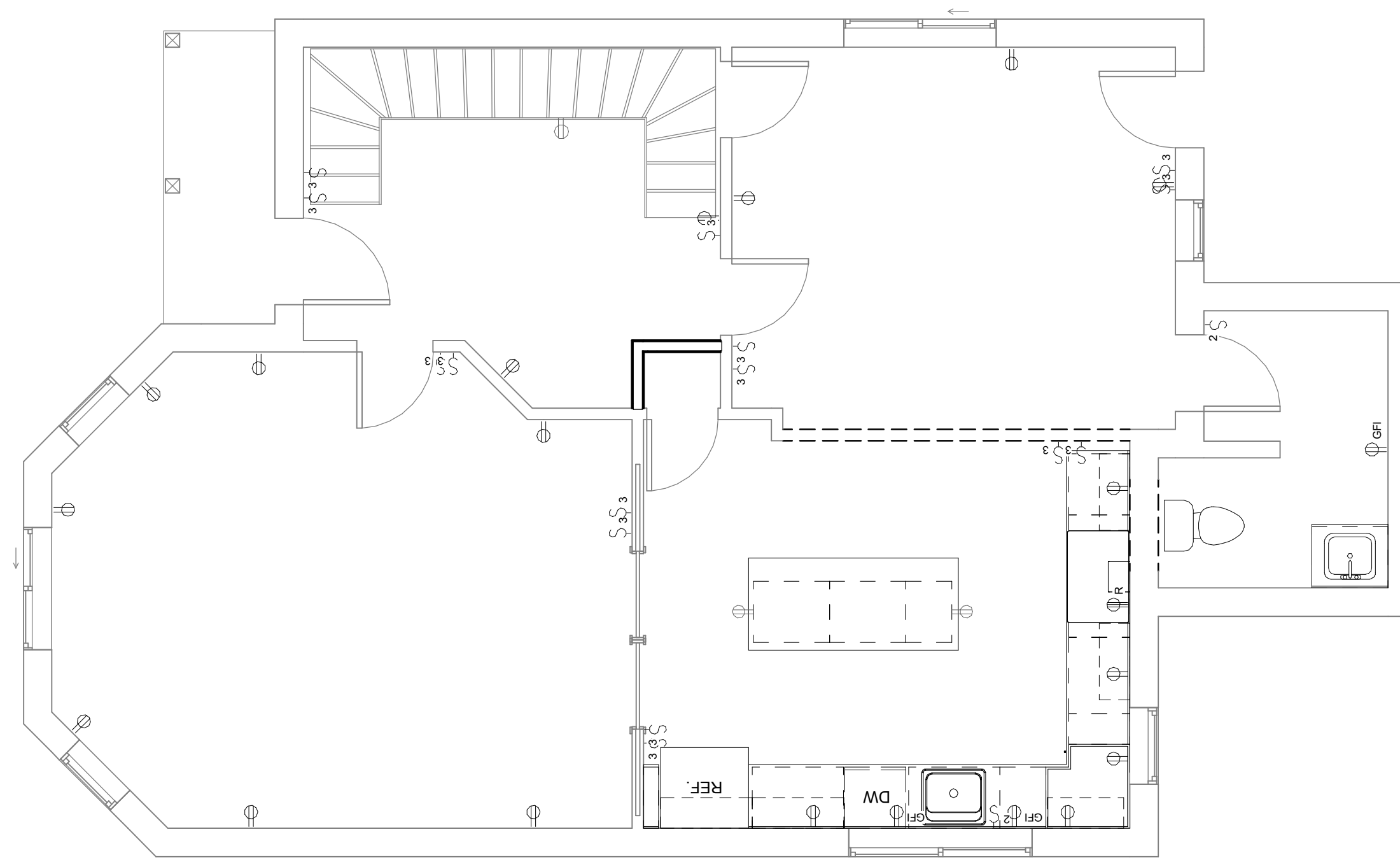
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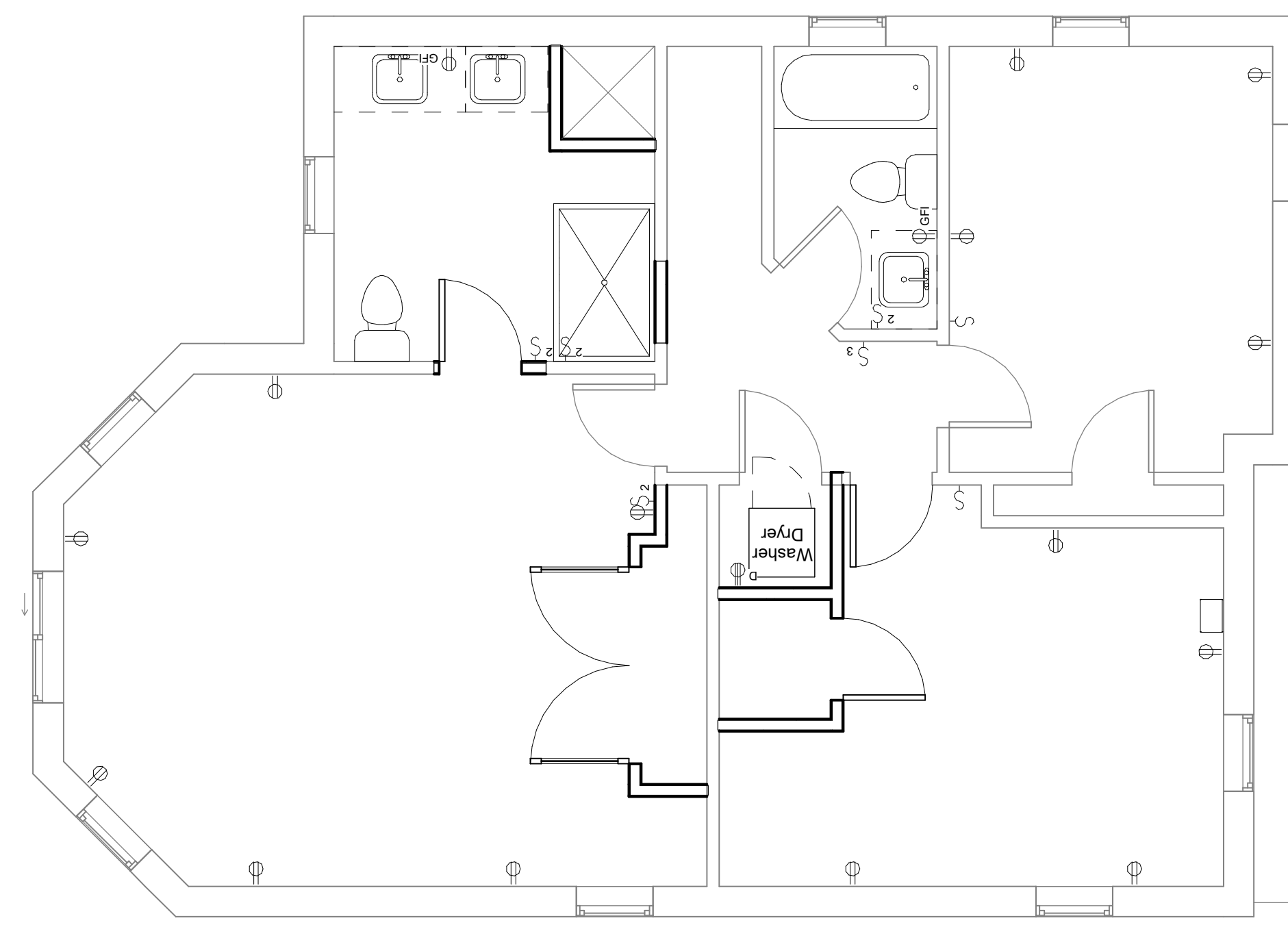
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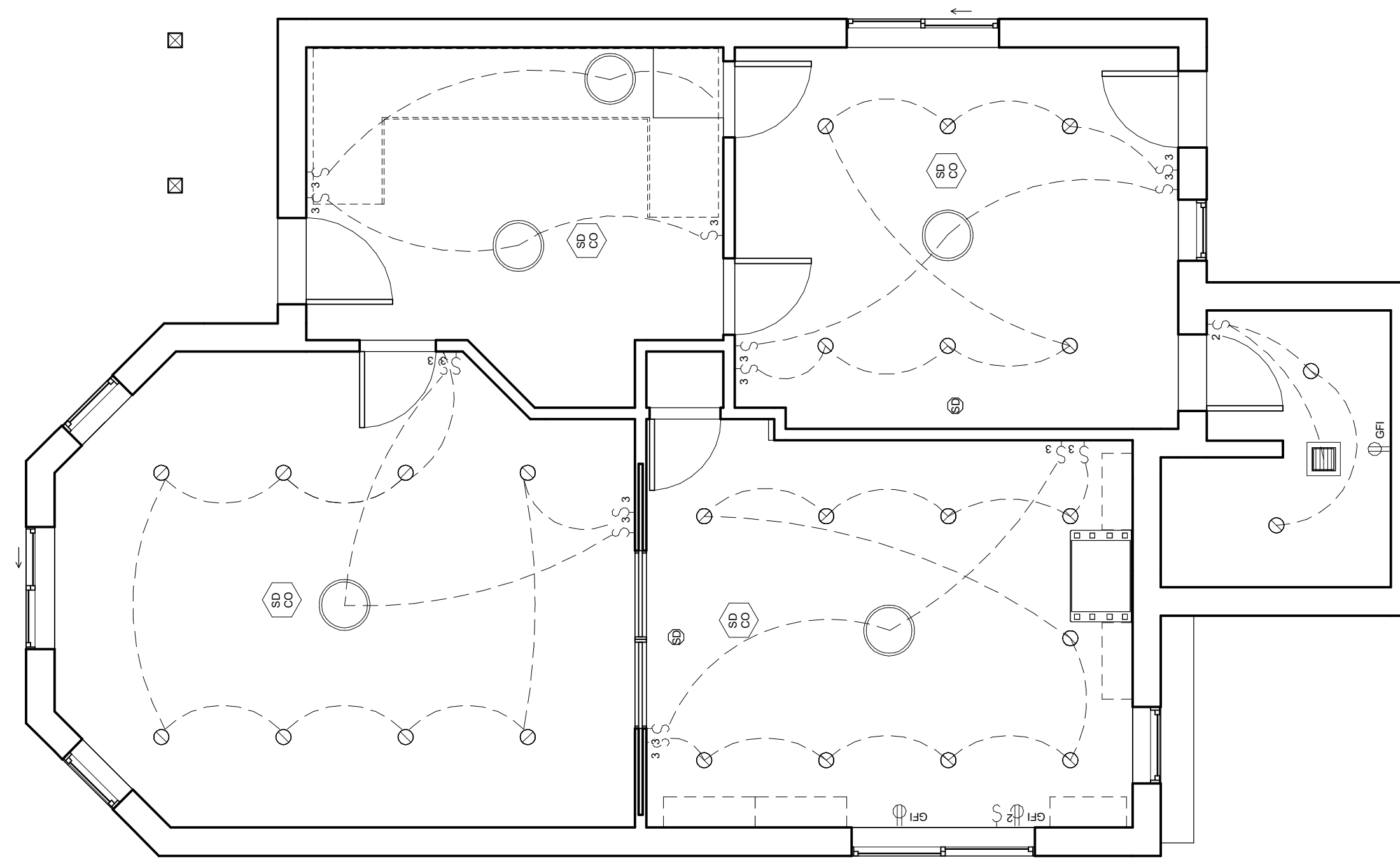
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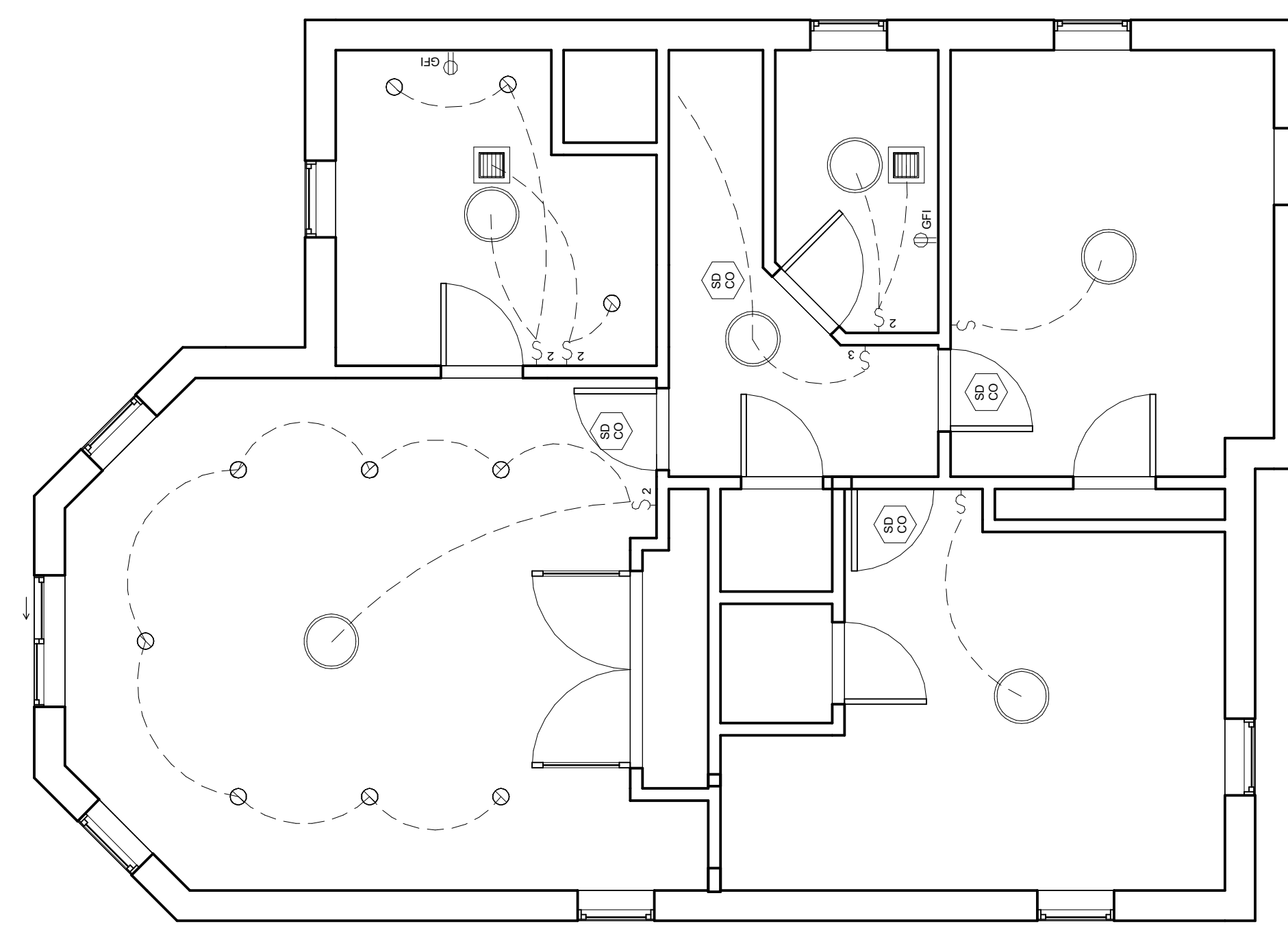
MAIN FLOOR OUTLETS



SECOND FLOOR OUTLETS



MAIN FLOOR LIGHTS



SECOND FLOOR LIGHTS

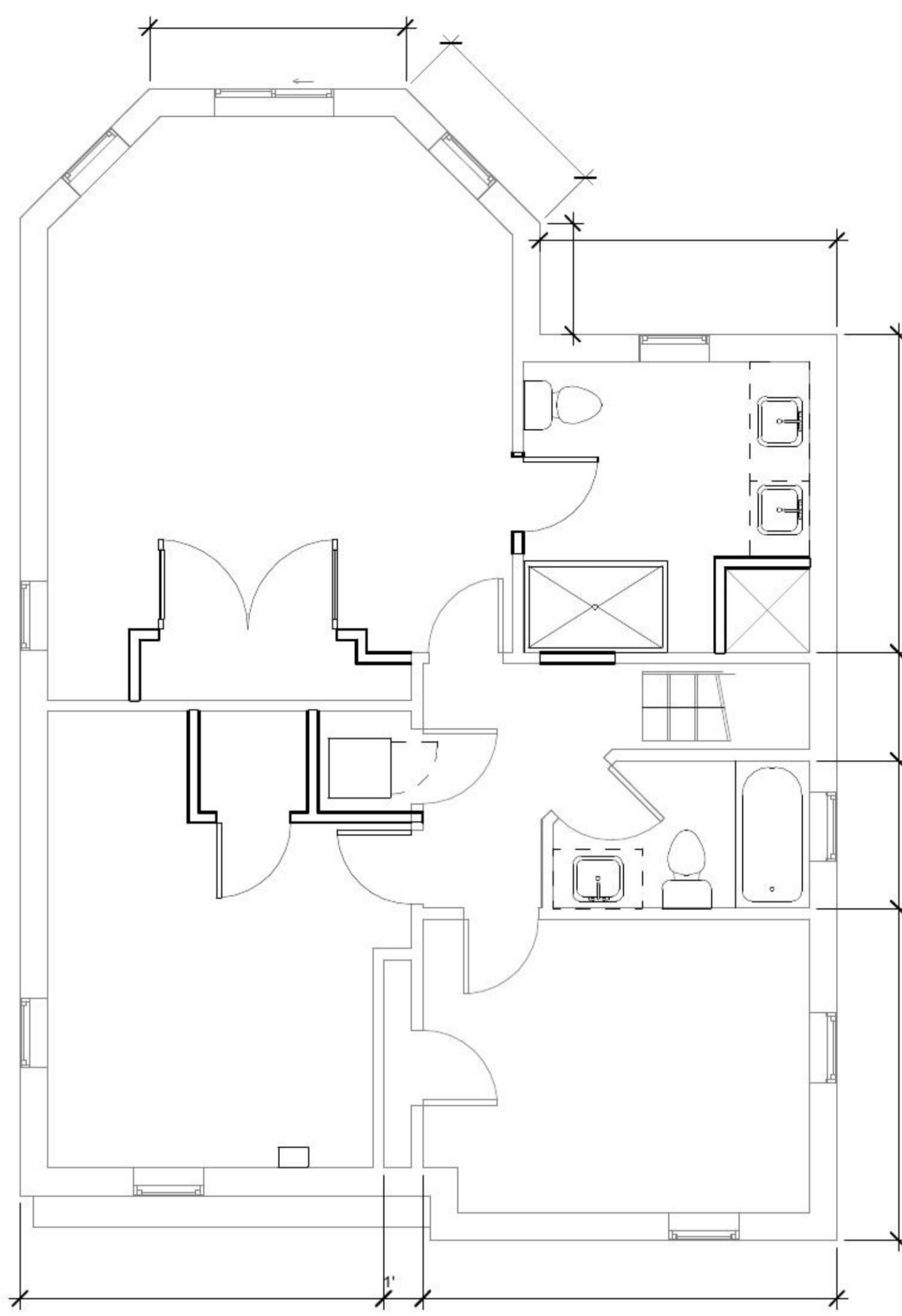
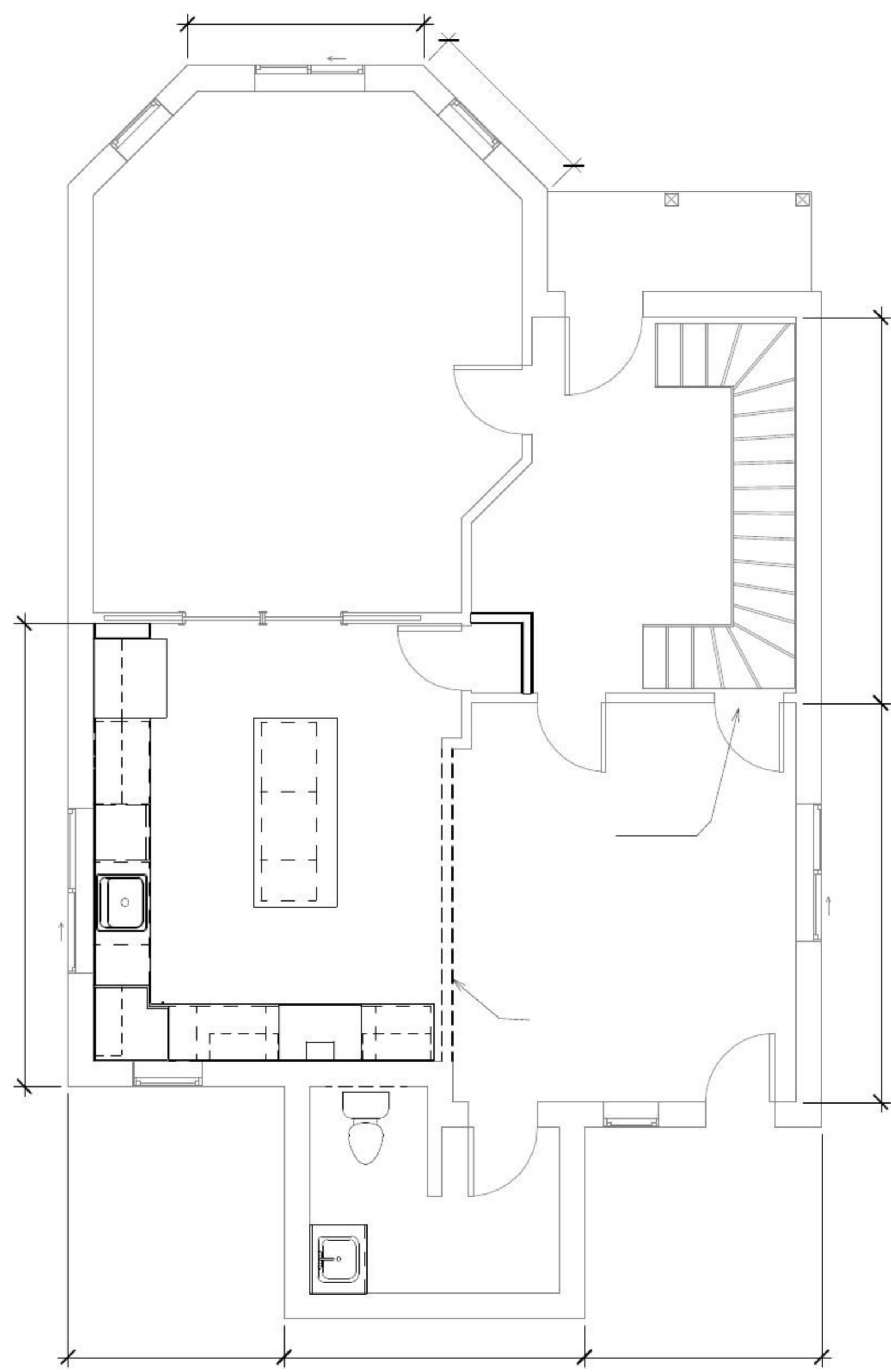
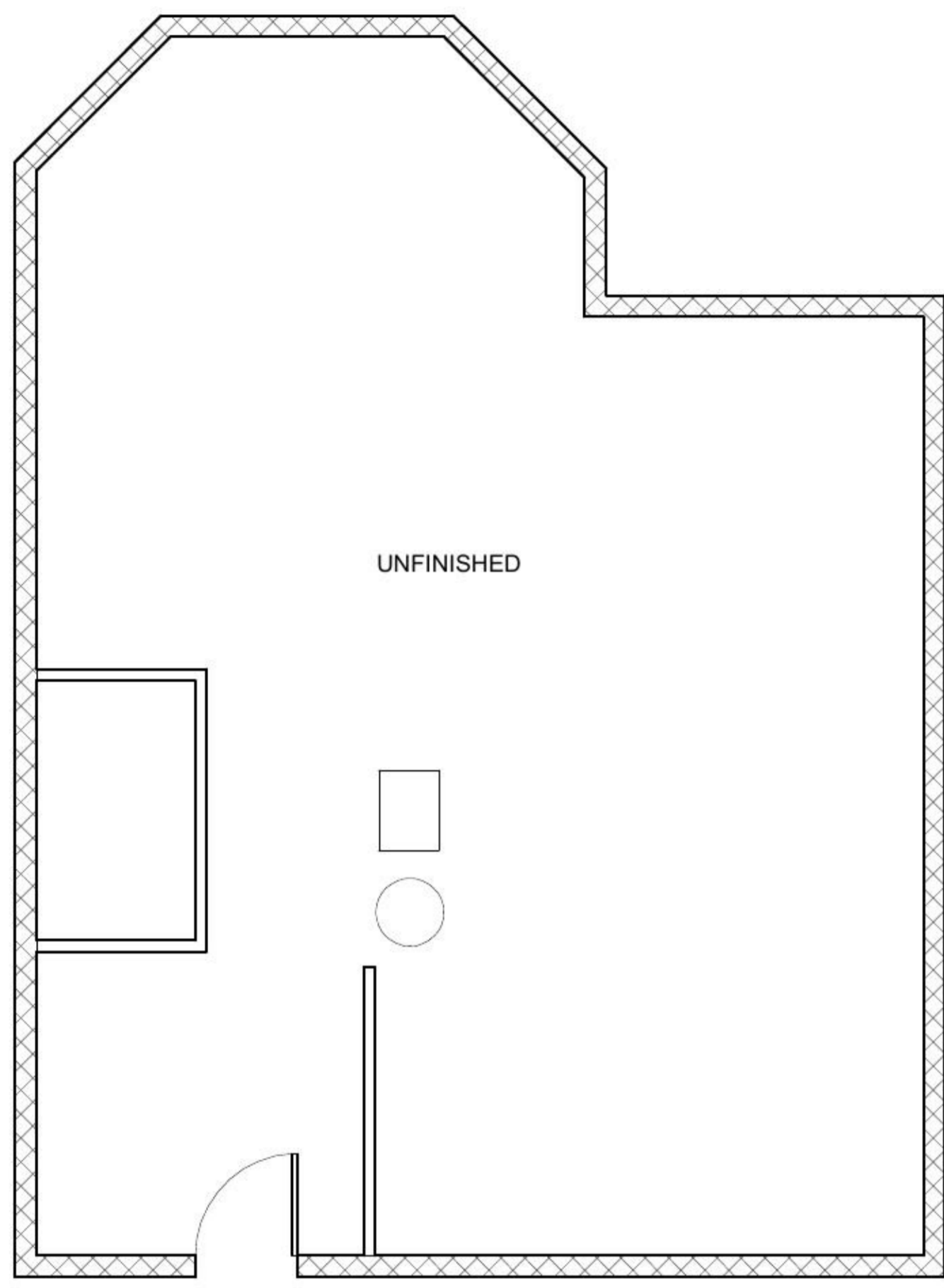
ELECTRICAL LEGEND	
	STANDARD OUTLET
	GFI OUTLET
	DRYER OUTLET
	RANGE OUTLET
	SINGLE SWITCH
	DOUBLE SWITCH
	3 WAY SWITCH
	6" RECESSED CAN LIGHT
	SURFACE MOUNT LIGHT FIXTURE
	SMOKE/CO DETECTOR











PROPOSED

MJ DRAFTING & DESIGN



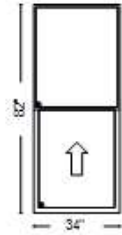
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 8018 S 12 PINES DR.  
 SANDY, UT 84094



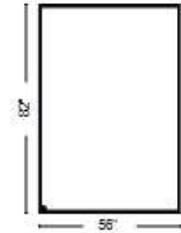
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 Fax # 801-303-6768

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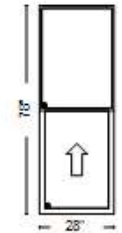
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100-1	RO: 34.5" X 82.5" Overall Unit: 34" X 82" Studio Single Hung, 34 x 82 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001	2	\$260.60	\$521.20
Room Location Living RM	Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = Yes, Balance Springs = 36-5 Amsco Must Order CPD: AMS-A-56-03324-00007 (SH)			



LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
200-1	RO: 56.5" X 82.5" Overall Unit: 56" X 82" Studio Direct Set, 56 x 82 U-Value: 0.31 SHGC: 0.33 VT: 0.61 CR: 57 \STC: 29 OITC: 24 EWR: 31 Structural: CW-PG35 Air: 0.01 Water: 12 Test Report: 310-3235	1	\$363.34	\$363.34
Room Location LR Center	Complete Unit, White, 1" Insulated, CozE (LowE), 3/16" over 3/16", Capillary Tubes, 2501 to 6500, Super Spacer, CPD: AMS-A-57-01559-00009 (PW)			

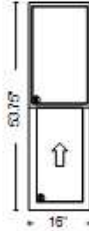


LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
300-1	RO: 28.5" X 78.5" Overall Unit: 28" X 78" Studio Single Hung, 28 x 78 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001	3	\$227.70	\$683.10
Room Location Dining	Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = Yes, Balance Springs = 34-4 CPD: AMS-A-56-03324-00007 (SH)			

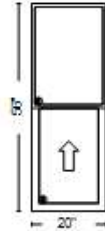


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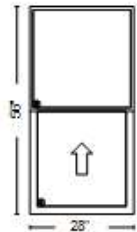
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400-1	RO: 16.5" X 54.25" Overall Unit: 16" X 53.75" Studio Single Hung, 16 x 53.75 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001	1	\$162.82	\$162.82
Room Location Pantry	Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No, Balance Springs = 22-2 CPD: AMS-A-56-03324-00007 (SH)			



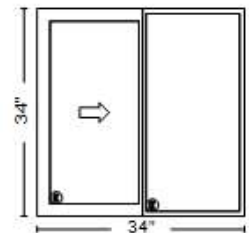
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500-1	RO: 20.5" X 56.5" Overall Unit: 20" X 56" Studio Single Hung, 20 x 56 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001	1	\$180.23	\$180.23
Room Location Kit Cutdown	Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No, Balance Springs = 24-3 CPD: AMS-A-56-03324-00007 (SH)			



LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
600-1	RO: 28.5" X 56.5" Overall Unit: 28" X 56" Studio Single Hung, 28 x 56 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001	2	\$201.69	\$403.38
Room Location Kit Cutdown	Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No, Balance Springs = 24-4 CPD: AMS-A-56-03324-00007 (SH)			



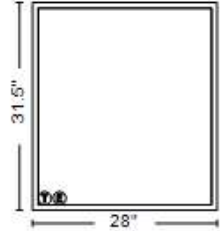
LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
700-1	RO: 34.5" X 34.5" Overall Unit: 34" X 34" Studio Flush Fin Single Vent XO, 34 x 34 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 56 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG25 Air: 0.05 Water: 5.25 Test Report: 310-3006	2	\$187.06	\$374.12
Room Location Basement	Complete Unit, XO, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No CPD: AMS-A-55-03761-00007 (SV)			



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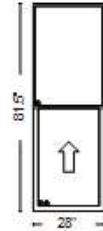
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800-1	RO: 28.5" X 32" Overall Unit: 28" X 31.5"	1	\$143.94	\$143.94
	Studio Direct Set, 28 x 31.5 U-Value: 0.3 SHGC: 0.36 VT: 0.65 CR: 58 \STC: NR OITC: NR EWR: NR Structural: CW-PG35 Air: 0.01 Water: 12 Test Report: 310-3235 Complete Unit, White, 3/4" Insulated, Tempered (AMSCO), CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, CPD: AMS-A-57-01526-00001 (PW)			

Room Location  
Stairs Entry



LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
900-1	RO: 28.5" X 82" Overall Unit: 28" X 81.5"	1	\$290.16	\$290.16
	Studio Single Hung, 28 x 81.5 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001 Complete Unit, Operating, White, Unit 1: , 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Unit 1 Lower: Tempered (AMSCO), DS over DS, Unit 1 Upper: DS over DSCam Latch, White Hardware, White Screen, Egress = Yes, Balance Springs = 36-4 Amsco Must Order CPD: AMS-A-56-03324-00007 (SH)			

Room Location  
Stair Landing



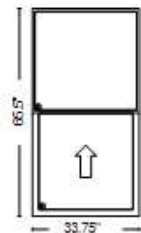
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1000-1	RO: 20.25" X 32.5" Overall Unit: 19.75" X 32"	2	\$121.27	\$242.54
	Studio Direct Set, 19.75 x 32 U-Value: 0.3 SHGC: 0.36 VT: 0.65 CR: 58 \STC: NR OITC: NR EWR: NR Structural: CW-PG35 Air: 0.01 Water: 12 Test Report: 310-3235 Complete Unit, White, 3/4" Insulated, Tempered (AMSCO), CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, CPD: AMS-A-57-01526-00001 (PW)			

Room Location  
Mast Bath



LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
1100-1	RO: 34.25" X 66" Overall Unit: 33.75" X 65.5"	2	\$231.35	\$462.70
	Studio Single Hung, 33.75 x 65.5 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001 Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 6501 to 8000, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = Yes, Balance Springs = 28-4 CPD: AMS-A-56-03324-00007 (SH)			

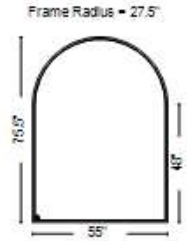
Room Location  
Master



QUOTE #	QUOTE DATE	QUOTED BY	Project Name	SHIP VIA
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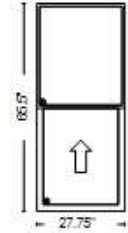
LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
1200-1	RO: 55.5" X 76" Overall Unit: 55" X 75.5" Studio Direct Set, Round Top 55 x 75.5 x 48 U-Value: 0.31 SHGC: 0.33 VT: 0.61 CR: 57 \STC: 29 OITC: 24 EWR: 31 Structural: CW-PG35 Air: 0.01 Water: 12 Test Report: 310-3235 Complete Unit, White, 1" Insulated, CozE (LowE), 3/16" over 3/16", Capillary Tubes, 2501 to 6500, Super Spacer, CPD: AMS-A-57-01559-00009 (PW)	1	\$768.64	\$768.64

Room Location  
Master



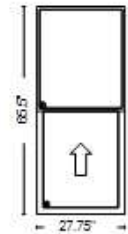
LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
1300-1	RO: 28.25" X 66" Overall Unit: 27.75" X 65.5" Studio Single Hung, 27.75 x 65.5 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001 Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No, Balance Springs = 28-4 CPD: AMS-A-56-03324-00007 (SH)	1	\$210.20	\$210.20

Room Location  
Front Bed



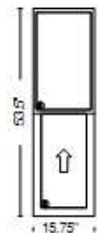
LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
1400-1	RO: 28.25" X 66" Overall Unit: 27.75" X 65.5" Studio Single Hung, 27.75 x 65.5 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001 Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No, Balance Springs = 28-4 CPD: AMS-A-56-03324-00007 (SH)	4	\$210.20	\$840.80

Room Location  
Back Beds



LINE #	DESCRIPTION	QUANTITY	PRICE	ExtPrice
1500-1	RO: 16.25" X 54" Overall Unit: 15.75" X 53.5" Studio Single Hung, 15.75 x 53.5 U-Value: 0.32 SHGC: 0.31 VT: 0.57 CR: 57 \STC: 30 OITC: 24 EWR: 30 Structural: LC-PG35 Air: 0.08 Water: 5.25 Test Report: 310-3001 Complete Unit, Operating, White, 3/4" Insulated, CozE (LowE), Obscure, DS over DS, 2501 to 6500, Super Spacer, Cam Latch, White Hardware, White Screen, Egress = No, Balance Springs = 22-2 CPD: AMS-A-56-03324-00007 (SH)	1	\$169.90	\$169.90

Room Location  
Bath Up



QUOTE #	QUOTE DATE	QUOTED BY	Project Name	SHIP VIA
TBD	4/18/2021	dallindean	Ben Kjar -129 E 400 N	Will Call
	ORDER DATE	ORDERED BY	Quote Name	Expiration Date
	Quote Not Ordered		Ben Kjar -129E 400 N	Quote Not Certified

U-Values, Visual Light Transmittance and Solar Heat Gain values listed are NFRC certified.  
Windows are viewed from exterior.

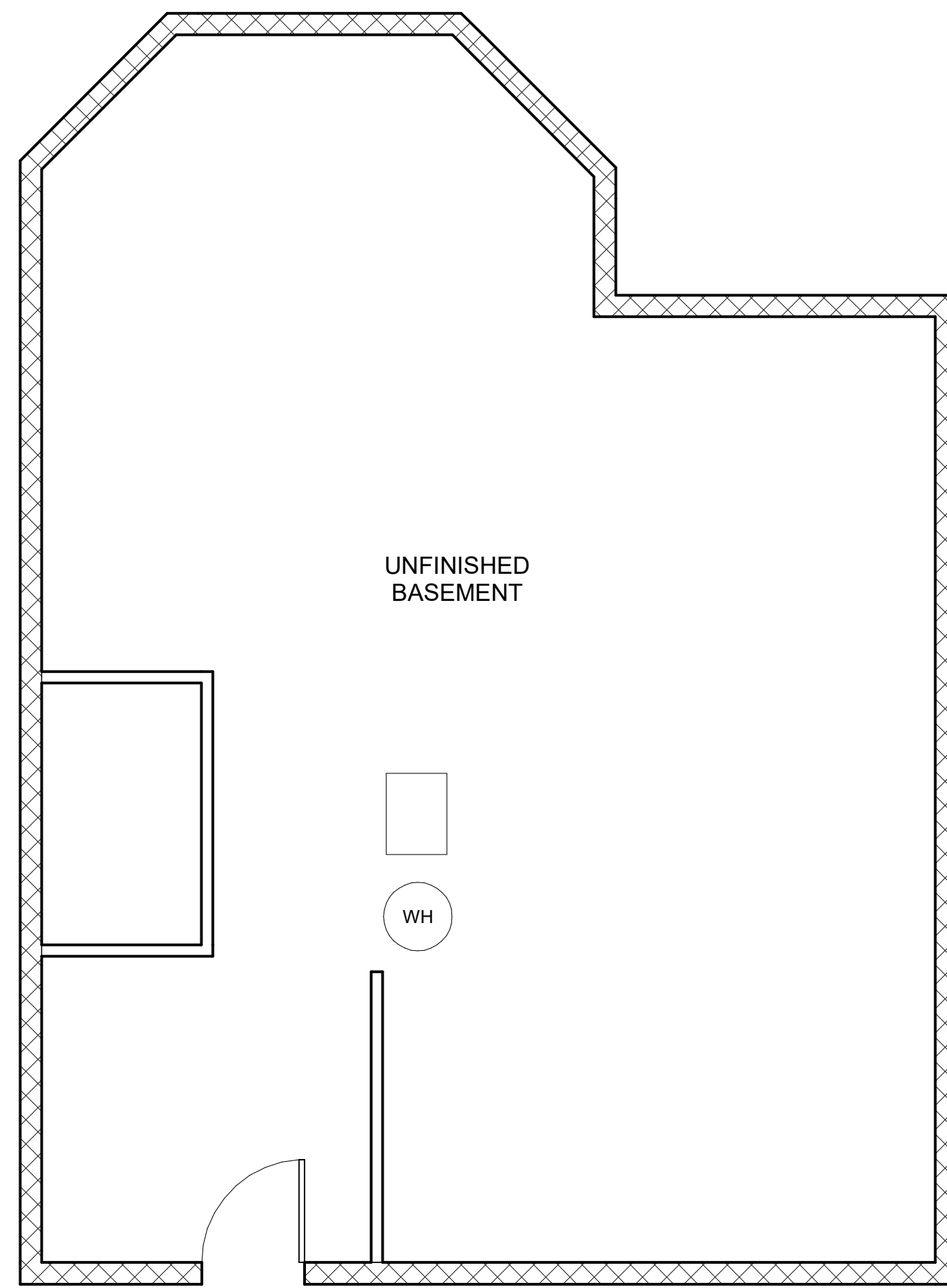
ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PROJECT	QUOTE
Ben Kjar -129 E 400 N	Ben Kjar -129E 400 N

Customer Sub	\$5,817.07
Labor:	\$2,000.00
Freight :	\$0.00
Tax:	\$433.37
<b>TOTAL:</b>	<b>\$8,250.44</b>



**BASEMENT  
CONSTRUCTION**

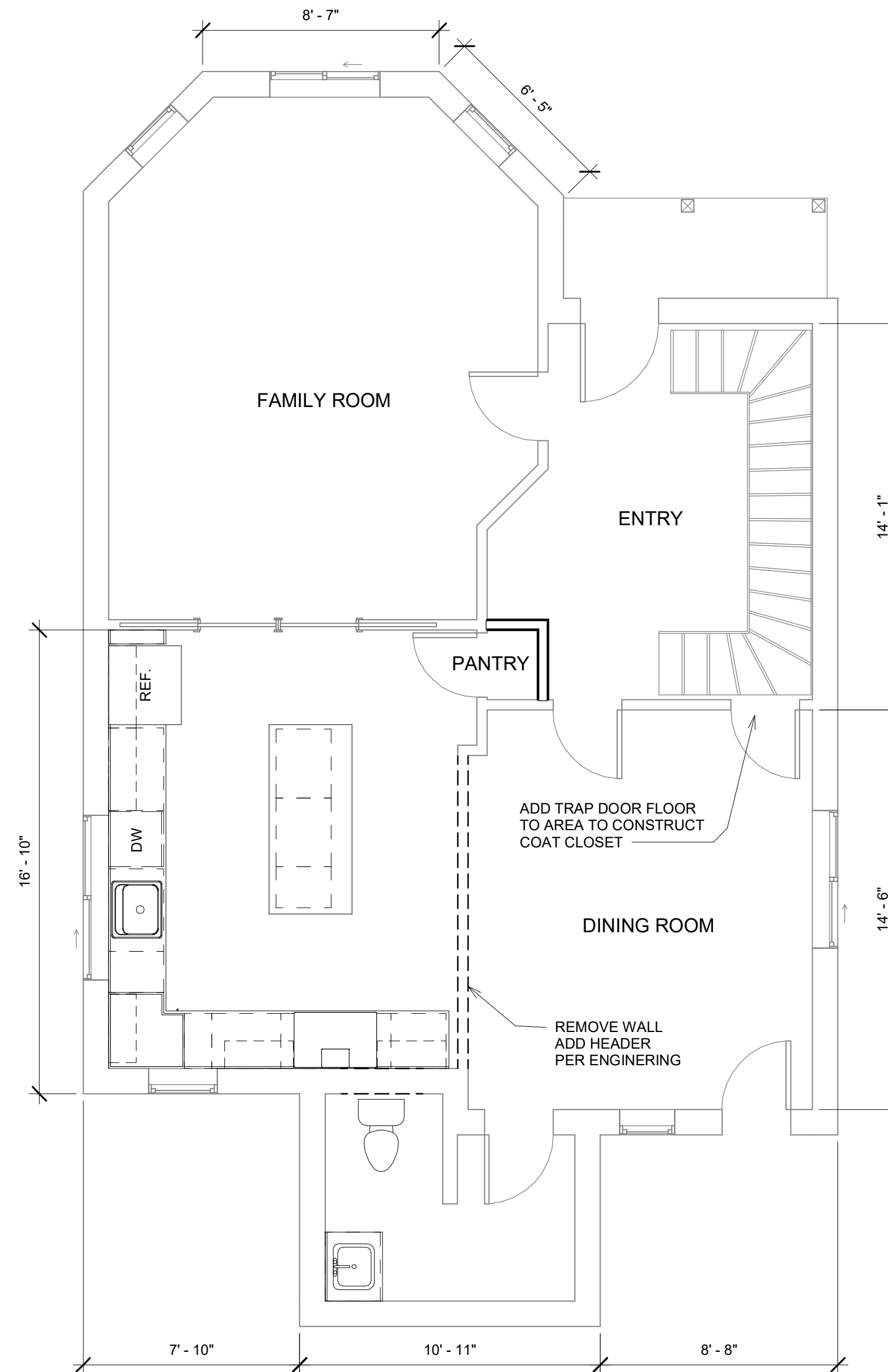


**PROPOSED CONSTRUCTION:**

**BASEMENT**

1. INSTALL NEW FURNACE
2. RELOCATE WATER HEATER FROM MAIN FLOOR

**MAIN FLOOR  
CONSTRUCTION**

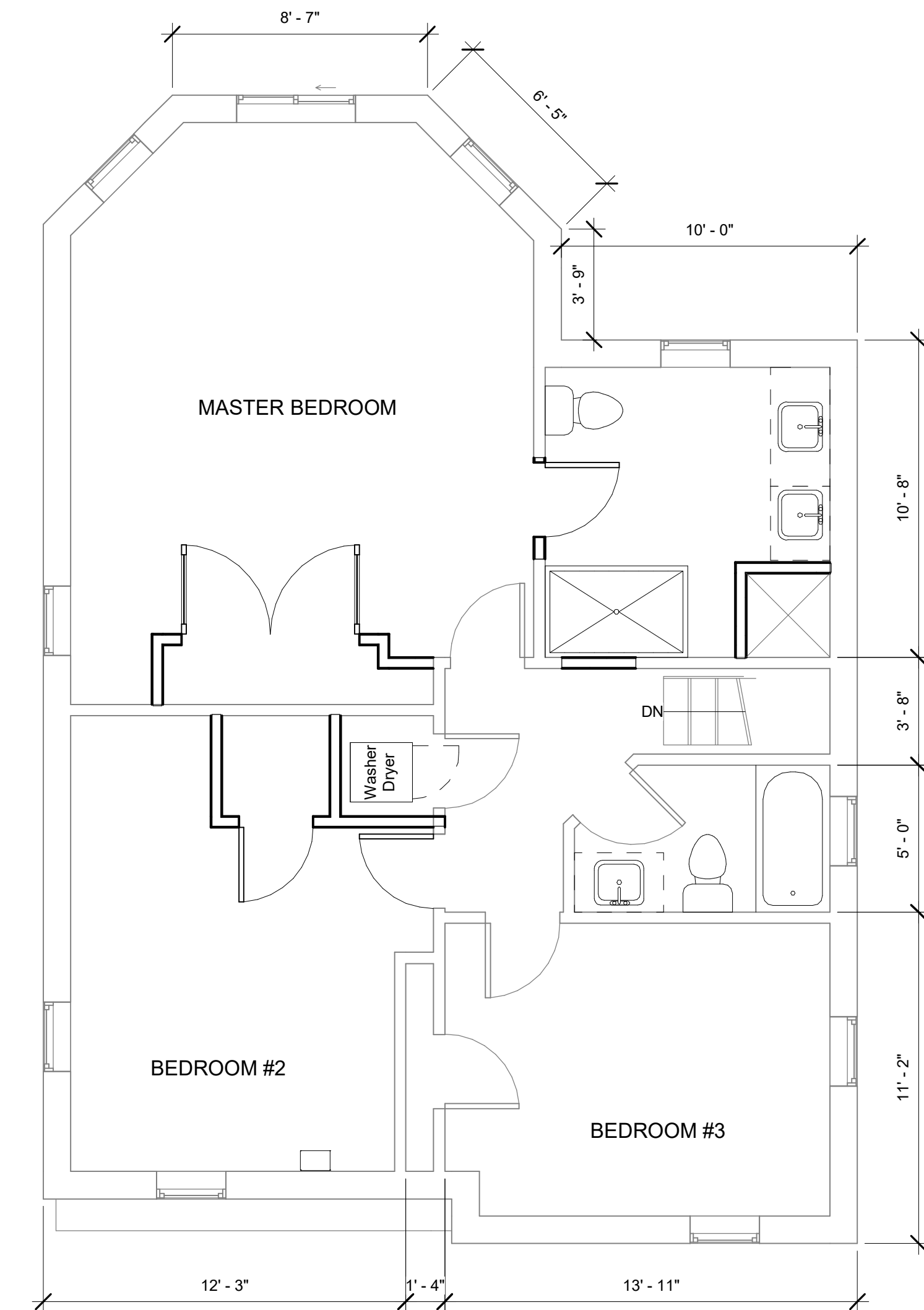


**PROPOSED CONSTRUCTION:**

**MAIN FLOOR**

1. ADD WALLS FOR NEW PANTRY
2. ADD TRAP DOOR FLOOR UNDER STAIRWAY TO CONSTRUCT COAT CLOSET
3. REMOVE WALL BETWEEN KITCHEN AND LIVING ROOM. ADD BEAM PER ENGINEERING.
4. CONSTRUCT NEW KITCHEN
5. REPLACE WINDOWS PER ATTACHED SCHEDULE.

**SECOND FLOOR  
CONSTRUCTION**



**PROPOSED CONSTRUCTION:**

**UPPER FLOOR**

1. CONVERT ROOM TO MASTER BATHROOM
2. ADD CLOSET TO MASTER BEDROOM
3. RECONFIGURE 2ND BATHROOM
4. ADD LAUNDRY AND CLOSET TO BEDROOM #2
5. REPLACE WINDOWS PER ATTACHED SCHEDULE.

**\*\*FIELD VERIFY ALL MEASUREMENTS**

## **ATTACHMENT E: HISTORIC PHOTOS**



*Figure 11: 1979 Survey Photograph*



*Figure 12: Undated photograph courtesy of Salt Lake County Archives.*

# **ATTACHMENT F: SURVEY INFORMATION SHEETS**

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PLNHLC2021-01311  
129 W 400 N Window Replacement  
Historic Landmark Commission  
April 7, 2022

WILLIAM T. WRIGHT, AICP  
PLANNING DIRECTOR  
BRENT B. WILDE  
DEPUTY PLANNING DIRECTOR

**SALT LAKE CITY CORPORATION**  
COMMUNITY AND ECONOMIC DEVELOPMENT  
PLANNING DIVISION

DEEDEE CORRADINI  
MAYOR

**NOTICE OF LOCATION WITHIN AN HISTORIC DISTRICT**

6137512

NOTICE is hereby given that the properties listed by parcel number in the following six (6) pages are located within the:

**Salt Lake City Capitol Hill Historic District.**

The Capitol Hill Historic District was established per Salt Lake City ordinance 21.74.160.

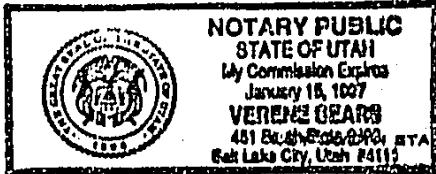
The Capitol Hill Historic District includes the area contained within the following boundaries:

Commencing at the southeast corner of block 156 Plat "A", Salt Lake City Survey Base and Meridian; said point also being the northwest corner of the intersection of 800 North and 300 West Streets, running south 4,459.97± feet, along the west line of 300 West Street; thence east 462± feet along a line 165 feet south of the south line of 300 North Street; thence south 49.5 feet; thence east 225± feet to a line 82.5 feet west of the west line of 200 West Street; thence south 585.75± feet to the south line of 200 North Street; thence east 1,967.95± feet along the south line of 200 North Street to the southwest corner of the intersection of 200 North and Main Streets; thence south 367.25 feet along the west line of North Main Street; thence east 430.0 feet; thence north 37.25 feet to the north line of Lot 3, Block 93, Plat "A", Salt Lake City Survey; thence east 790.0 feet, more or less, to the east line of Canyon Road; thence northeasterly 98.0 feet, more or less, to the southeast corner of the intersection of Canyon Road and Third Avenue; thence northeasterly 1,392.24 feet along the east line of Canyon Road to the north line of 300 North Street; thence west 1,282.0 feet, more or less, along the north line of 300 North Street to the northeast corner of the intersection of 300 North and Columbus Streets; thence northeasterly 1,635.0 feet, more or less, along the east line of Columbus Street to the intersection of Columbus Street and 500 North Street; thence north 277.0 feet along the east line of Columbus Street; thence northwesterly 2,275.0 feet, more or less, along the east boundary of the State of Utah right-of-way line for Victory Road to the northeast corner of Lot 1, Block 3, City View Addition Subdivision; thence northwesterly 270.0 feet; thence southwesterly 526.0 feet, more or less, to the east line of Wall Street, said point also being the northwest corner of Lot 26, Block 5, City View Addition Subdivision; thence northwesterly 906.13 feet along the northeast line of Wall Street to the east line of 200 West Street; thence southwesterly 140.0 feet west, more or less, to the point of beginning.

Recorded at the request of Salt Lake City Corporation, Department of Community and Economic Development, Planning Division, Lisa M. Miller, Preservation Planner Lisa M. Miller

State of Utah            )  
  ) ss  
County of Salt Lake    )

The foregoing instrument was acknowledged before me this 8 day of August, 1995 by Lisa M. Miller, Preservation Planner.



Verene Gears  
Notary Public  
Residing at: SL County  
My commission expires: 1.15.97

STATE STREET, ROOM 400, SALT LAKE CITY, UTAH 84111  
PHONE: 801-536-7787 FAX 801-536-8174

## CAPITOL HILL

## HISTORIC DISTRICT

## PARCEL NUMBERS

## PAGE ONE (1)

09-31-326-002	09-31-310-003	09-31-308-027	09-31-356-122
-004	-004	-028	-133
-006	-005	-029	-134
-008	-006	09-31-301-004	-138
-009	-007	09-31-309-005	-141
-013	-008	-007	-142
-014	-009	-008	-145
-015	-010	-009	-146
-016	-011	-011	-147
09-31-353-002	-012	-023	-150
-003	-013	-024	-151
-008	-014	-025	-153
-011	-015	-026	-154
-012	-016	-027	-155
-013	-017	-028	09-31-158-001
-014	09-31-305-001	-029	-002
-015	-002	09-31-356-021	-003
-016	-003	-025	-004
-017	-004	-026	09-31-157-001
-019	-005	-029	-002
-020	-006	-030	-003
-027	-007	-032	-004
-030	-008	-033	-005
09-312-001	-009	-034	-006
-004	-010	-037	09-31-156-001
-005	-012	-038	-002
-006	-013	-060	-003
-007	-014	-061	-004
-008	09-31-306-001	-065	09-31-155-001
-009	-002	-068	-002
-010	09-31-308-001	-069	-003
-011	-002	-072	-004
09-31-311-001	-003	-073	-005
-002	-004	-074	08-36-289-001
-003	-005	-077	-002
-004	-006	-078	08-36-288-003
-005	-012	-101	-004
-006	-013	-102	-005
09-31-313-001	-014	-106	-006
-002	-015	-109	08-36-284-002
-003	-016	-110	-003
09-31-308-009	-021	-113	-004
-010	-022	-114	-005
-018	-023	-115	
-019	-024	-118	
09-31-310-001	-025	-119	
-002	-026	-121	

CAPITOL HILL HISTORIC DISTRICT PARCEL NUMBERS PAGE TWO (2)

08-36-284-006	08-36-281-015	08-36-283-009	08-36-282-001
-007	-016	-010	-002
-008	-017	-011	-003
-009	-018	-012	-004
-010	-019	-013	-005
-011	-020	-014	-006
-012	08-36-279-001	-015	-007
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-014	-003	-018	-009
-015	-004	-019	-010
-016	-005	-020	-011
-017	-006	-021	-012
-018	-007	-022	-013
08-36-285-001	-008	-023	-014
-002	-011	-024	-015
-005	-013	-025	-016
-006	-014	08-36-286-002	-017
-007	-017	-003	-018
-008	-019	-004	-019
-009	08-36-235-001	-005	-020
-010	-002	-009	08-36-276-001
-011	-003	-010	-002
-012	-004	-011	-003
-013	-005	-012	-004
08-36-280-001	-006	-013	-005
-002	-007	08-36-277-001	-006
-003	-008	-002	-007
-004	-009	-003	08-36-254-001
-005	-010	-004	-002
-006	-011	-005	-003
-007	-012	-006	-004
-008	08-36-287-001	-007	-005
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-011	-007	-010	-009
-012	-008	-011	-010
-013	-009	-012	-011
-023	-011	-013	-012
08-36-281-003	-012	-014	-013
-004	08-36-283-001	-015	-014
-007	-002	-016	-015
-008	-003	-017	-016
-009	-004	-018	-017
-010	-005	-020	-018
-012	-006	-021	-019
-013	-007	-022	-021
-014	-008	-023	-022

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08-36-254-023	08-36-255-016	08-36-403-002	08-36-426-011
-024	-017	-003	-012
-025	-019	-005	-013
-026	-020	-006	08-36-427-001
-027	-021	-009	-002
-028	-022	-010	-003
-029	-023	-011	-004
-030	-025	-012	-005
-031	-026	-013	-006
-032	-027	-014	-007
-033	-029	-015	-008
-034	-031	-018	-009
-035	-032	-019	-010
-036	08-36-256-001	-021	-011
-037	-002	-034	-012
-041	-003	-038	-013
-042	-004	-039	-014
-043	-005	-040	-015
-044	-006	08-36-404-001	-016
-045	-007	-002	08-36-430-001
-046	-008	-003	-002
-047	-009	-004	-003
-048	-010	-005	-004
-049	-011	-006	-005
-050	-012	-007	-006
-051	-013	-008	-007
-052	-014	-009	-008
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-054	-002	-011	08-36-432-001
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-057	-006	-015	-004
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-004	-010	-019	-008
-005	-011	-020	-009
-006	-012	08-36-426-001	-010
-007	-013	-002	-011
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-009	-015	-004	-013
-010	-016	-005	-014
-011	-017	-006	-015
-012	-018	-007	-016
-013	-019	-008	08-36-435-001
-014	-020	-009	-002
-015	08-36-403-001	-010	-003

BK7202PG1285

## CAPITOL HILL

## HISTORIC DISTRICT

## PARCEL NUMBERS

## PAGE FOUR (4)

08-36-435-004	08-36-234-012	08-36-237-001	08-36-229-026
-006	-013	-005	-027
-007	-015	-006	-030
-008	-016	-007	-031
-009	-017	-008	-032
-012	-018	-011	-033
-013	-019	-012	-035
-014	-020	-013	-036
-015	-021	08-36-230-004	-037
-016	-022	-005	-039
-017	-023	-006	-041
-018	-025	-007	-042
-019	-026	-008	-045
08-36-428-001	-027	-009	-046
-002	-028	-010	-047
-003	-029	-013	08-36-232-001
-004	08-36-233-001	-014	-002
-005	-002	-015	-003
-006	-003	-016	-004
-007	-004	-017	-005
-008	-005	-018	-006
-009	-006	-019	-007
-011	-007	-022	-008
-012	-008	-023	-009
08-36-429-001	-009	-024	-010
-002	-010	-025	-012
-003	-011	-026	-013
-004	-012	-027	-014
-005	-013	-028	-015
-006	-014	-029	-019
-007	-015	-030	-020
-008	-016	-031	-021
-009	-017	-033	-024
-010	-018	08-36-229-001	-025
-011	-019	-002	-026
08-36-436-001	08-36-236-001	-004	-027
-002	-002	-005	-028
08-36-234-001	-003	-006	-029
-002	-004	-007	-030
-003	-005	-008	-031
-004	-006	-012	-032
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-006	-008	-014	-034
-007	-009	-015	-035
-008	-011	-016	08-36-228-001
-009	-012	-020	-002
-010	-013	-021	-003
-011		-022	-004

BK 7202 PG 1286



CAPITOL HILL	HISTORIC DISTRICT	PARCEL NUMBERS	PAGE FIVE (5)
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08-36-228-005	08-36-205-010	08-36-207-016	08-25-477-013
-006	-012	-017	-014
-007	-013	-019	-017
-008	-014	-020	-018
-009	-015	-021	-019
-010	-016	-023	-021
-011	-017	-024	-022
-012	-019	08-36-202-001	-023
-013	-020	-002	-024
-014	-021	-003	-025
-015	-022	-004	-026
-016	-024	-005	-028
-017	-025	-007	-029
-018	-026	-008	-030
-019	-027	-009	08-25-479-001
08-36-226-001	-028	-010	-002
-002	-029	-012	-003
-003	-030	-013	08-25-459-002
-004	-031	-014	-003
-005	-033	-015	-004
-007	08-36-206-001	-016	-005
-008	-002	-017	-006
-009	-003	-018	-007
-010	-004	-019	08-25-457-001
-011	-005	-020	-002
-013	-006	-024	-003
08-36-203-001	-007	-025	-004
-002	-008	-026	-005
-003	-009	-028	-006
-004	-010	-029	-007
-005	-011	08-25-478-001	-008
-006	-012	-002	-009
-007	-013	-003	-011
08-36-208-001	-014	-004	-012
-002	-015	-005	-013
-005	08-36-207-001	-007	-014
-006	-002	08-25-477-001	-015
-007	-003	-002	08-25-456-001
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08-36-205-001	-009	-008	-007
-005	-010	-009	-008
-006	-011	-010	-009
-007	-012	-011	-010
-008	-013	-012	-011

BK7202PG1287

**CAPITOL HILL****HISTORIC DISTRICT PARCEL NUMBERS****PAGE SIX (6)**

08-25-456-012	08-25-255-031
-013	-032
-014	-033
-015	-034
-016	-035
-017	08-25-454-001
-018	-002
-019	-003
-020	-004
-021	-005
-022	-008
-023	-009
-024	-010
-025	-011
-026	-012
-027	-013
-028	-014
-029	-016
-030	-017
08-25-455-001	-018
-002	09-31-105-001
-003	09-31-106-001
-004	-002
-006	-003
-007	-004
-008	-005
-009	-007
-010	-008
-011	-009
-012	-010
-013	-011
-014	
-015	
-016	
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-018	
-019	
-020	
-021	
-022	
-023	
-024	
-025	
-026	
-027	
-028	
-029	
-030	

BK 7202 PG 1288

6137512  
08/08/95 12:53 PM\*\*NO FEE\*\*  
NANCY WORKMAN  
RECORDER, SALT LAKE COUNTY, UTAH  
SL CITY PLANNING  
REC BY:K BLANCHARD ,DEPUTY - WI

BK7202PG1289

Structure/Site Information Form

IDENTIFICATION 1

Street Address: 129 W 400 N

UTM: 11377 11378

Name of Structure:

T.01.0 N R.01.0 W S. 36

Present Owner: Stringfellow, Esther & E. Wendell  
129 W 400 N

Owner Address: SLC, UT 84103

Year Built (Tax Record): 1901  
Legal Description

Effective Age: 1925  
Kind of Building: residence

Tax #: 04 2540

com 51.26 ft W of NE cor lot 6 blk 16 Plat E SLC sur S 64.51ft W 17.51 ft S'ly 1  
13.94 ft W'ly 24 ft N'16 47.6 ft E'16 16 ft N'ly 133 ft E 36.525 ft to beg

STATUS/USE 2

Original Owner: Charles L. Berry

Construction Date: 1892-93 Demolition Date:

Original Use: dwelling

Present Use: dwelling

Building Condition:

Integrity:

Preliminary Evaluation:

Final Register Status:

- Excellent
- Good
- Deteriorated
- Site
- Ruins
- Unaltered
- Minor Alterations
- Major Alterations
- Significant
- Contributory
- Not Contributory
- Not of the Historic Period
- National Landmark
- National Register
- State Register
- District
- Multi-Resource
- Thematic

DOCUMENTATION 3

Photography:

Date of Slides: 1978

Slide No.:

Date of Photographs: 1979

Photo No.:

Views:  Front  Side  Rear  Other

Views:  Front  Side  Rear  Other

Research Sources:

- Abstract of Title
- Plat Records/ Map
- Tax Card & Photo
- Building Permit
- Sewer Permit
- Sanborn Maps
- City Directories
- Biographical Encyclopedias
- Obituary Index
- County & City Histories
- Newspapers
- Utah State Historical Society
- Personal Interviews
- LDS Church Archives
- LDS Genealogical Society
- U of U Library
- BYU Library
- USU Library
- SLC Library
- Other

Bibliographical References (books, articles, records, interviews, old photographs and maps, etc.):

Salt Lake County Plat Records, 1860-1940  
 Sanborn Maps, SLC, 1898, 1911, 1930, 1969  
 Stenhouse, SLC Directory, 1892-93  
 Polk, " " " " , 1894-95, 1898  
 "Charles L. Berry", Deseret News, August 11, 1936, p.16

4  
ARCHITECTURE

Architect/Builder:

Building Materials: brick, stone lintels, sills and water table; regular coursed, rough  
faced ashlar foundation.

Building Type/Style: Victorian eclectic

Description of physical appearance & significant architectural features:

(Include additions, alterations, ancillary structures, and landscaping if applicable)

This 2½ story Victorian home has a hipped roof. A front, projecting bay has gabled roof and canted corners. The gable exhibits a moulded cornice with triangular returns containing a flower motif. The gable wall is shingled. At the second story of the bay is a round arched window. Other window treatment includes segmental arches and archivolt. Victorian Eclectic ornament marks the front porch area. Some brick corbelling is located at cornice areas.

Photos

5  
HISTORY

Statement of Historical Significance:

Construction Date: c.1892-

This house was built about 1892-93 for Charles Lewis Berry. Berry was born March 29, 1867 in Bristol, England. He was brought to Utah in 1869 by his mother Lydia Allen Berry. He married Rachel L., by whom he had three children. He entered the employ of Auerbach's, eventually becoming manager of the dry goods department. He later operated a "mercantile establishment" at Idaho Falls. He was an active musician, played in Helds' band, and was a charter member of the American Federation of Musicians and an officer.

# ATTACHMENT G: HISTORIC STANDARDS 21A.34.020.G

G. Standards for Certificate of Appropriateness for Alteration of a Landmark Site or a Contributing Structure Including New Construction of an Accessory Structure.		
Standard	Finding	Analysis
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.	Complies	The removal of the windows has not changed the use of the structure; it is still a single-family dwelling.
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.	Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 Comply  <b>Windows M1, M2, M3, M4, M5, S1, S2, S3, and S4 do not comply</b>	The Residential Design Guidelines heavily encourage the case-by-case review of each window when determining whether replacement is necessary or not. The windows on this structure have been replaced wholesale and significant features have been lost.  Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 are located on secondary facades are not readily visible from the public right of way. These windows comply with this standard.  Nearly every window on the primary façade has also been replaced and these originals included decorative woodwork, muntins, and mullions which contributed significantly to the home's historic character. Windows M1, M2, M3, M4, M5, S1, S2, S3, and S4 do not comply with the adopted standards.
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.	Complies	The replacement windows are contemporary in design and do not create a false sense of history.
4. Alterations or additions that have acquired historic significance in their own	Complies	The proposed windows do not affect any previous alterations to the historic structure which have

right shall be retained and preserved.		gained significance in their own right.
<p>5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.</p>	<p>Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 Comply</p> <p><b>Windows M1, M2, M3, M4, M5, S1, S2, S3, and S4 do not comply</b></p>	<p>Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 did not have the same amount of architectural detailing as the windows on the front (northern) façade and are located out of view from the public right of way. These windows comply with the standard.</p> <p>Window M5 is also on a secondary façade but the opening in the brick façade has been closed in with a wooden board. The tall shape of these windows is a distinctive feature and closing in the façade opening does not comply with this standard.</p> <p>The original windows on the front façade (M1, M2, M3, M4, S1, S2, S3, and S4) included decorative carved wooden trim, muntins and mullions which have been removed with the wholesale replacement of this home's windows. These architectural features contributed significantly to the home's historic character and the replacement windows diminish the home's contribution to the Capitol Hill Local Historic District. These windows do not comply with this standard.</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</p>	<p>Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 Comply</p> <p><b>Windows M1, M2, M3, M4, M5, S1, S2, S3, and S4 do not comply</b></p>	<p>No documentation was submitted indicating the existing windows had deteriorated beyond repair and it is the city's policy to preserve and repair existing windows whenever possible.</p> <p>None of the replacement windows match the design, texture or visual appearance of the originals, however, windows B1, B2, M5, M6, M7, S5, S6, S7, S8, S9, and S10 are not readily visible from the public right of way and are acceptable replacements due to their location.</p> <p>Windows M1, M2, M3, M4, S1, S2, S3, and S4 are highly visible windows on the front façade of the building. Replacement windows</p>

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<p>of different architectural elements from other structures or objects.</p>		<p>should be based on accurate duplications of the original windows. The decorative wood trim and unique architectural features have been removed have been removed and the historic character of the structure has been negatively affected. The replacement windows do not have any accurate duplications of the architectural features or woodwork included in the originals.</p>
<p>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.</p>	<p>Complies</p>	<p>The Applicant is not proposing any surface treatment or cleaning of the structure as part of this proposal.</p>
<p>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.</p>	<p>Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 Comply  <b>Windows M1, M2, M3, M4, M5, S1, S2, S3, and S4 do not comply</b></p>	<p>Original windows are character-defining features and there was no evidence these windows needed to be repaired or replaced. The removal and replacement of these original windows resulted in the loss of a character-defining feature of this contributing home. The replacement windows are not of the same material or proportion as the original windows and are not compatible with the historic character of the building and neighborhood.</p>
<p>9. Additions or alterations to structures and objects shall be done in such a manner that if such alterations or additions 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.</p>	<p>Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 Comply  <b>Windows M1, M2, M3, M4, M5, S1, S2, S3, and S4 do not comply</b></p>	<p>The form of the structure itself is unimpaired for the removal of the distinctive windows but the removal of the original windows and their decorative features has negatively affected the integrity of the structure. Windows B1, B2, M6, M7, S5, S6, S7, S8, S9, and S10 are compatible with the size of the original windows and comply with this standard.  Windows M1, M2, M3, M4, S1, S2, S3, and S4 do not comply with this standard because the decorative wood work and trim on the original windows has been lost since their removal and replacing the windows again in the future would not</p>

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Historic Landmark Commission  
April 7, 2022



		return these architecturally significant features. Window M5 is smaller than the opening in the brick which has been further enclosed with a wooden board. Any alteration to the openings in the façade undermines the historic integrity of the property.
10. Certain building materials are prohibited including the following: A. Aluminum, asbestos, or vinyl cladding when applied directly to an original or historic material.	Complies	The proposal does not include any vinyl or aluminum cladding applied to the façade of the building.
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.	Not Applicable	The proposal does not include any alteration of existing signage or installation of new signage.

# **ATTACHMENT H: APPLICABLE DESIGN GUIDELINES**

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## **Residential Design Guidelines: Chapter 3 – Windows**

### **3.1 The functional and decorative features of a historic window should be preserved.**

- Features important to the character of a window include its frame, sash, muntins, mullions, glazing, sills, heads, jambs, moldings, operation, and the groupings of windows.
- Frames and sashes should be repaired rather than replaced whenever conditions permit.

### **3.2 The position, number, and arrangement of historic windows in a building wall should be preserved.**

- Enclosing a historic window opening in a key character-defining façade would be inappropriate, as would adding a new window opening.
- This is especially important on primary façades, where the historic 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 right of way.

### **3.3 To enhance energy efficiency, a storm window should be used to supplement rather than replace a historic window.**

- Install a storm window on the interior where feasible. This will allow the character of the original window to be seen from the public way.
- If a storm window is to be installed on the exterior, match the sash design of the original windows.
- A metal storm window may be appropriate.
- The storm window should fit tightly within the window opening without the need for sub frames around the perimeter.
- Match the color of the storm window sash with the color of the window frame; avoid a milled (a silver metallic) aluminum finish if possible.
- Finally, set the sash of the storm window back from the plane of the wall surface as far as possible.

### **3.4 The historic ratio of window openings to solid wall on a primary façade should be preserved.**

- Significantly increasing the amount of glass on a character-defining façade will negatively affect the integrity of the structure.

### **3.5 The size and proportion of a historic window opening should be retained.**

- An original opening should not be reduced to accommodate a smaller window, nor increased to receive a larger window, since either is likely to disrupt the design composition.

### **3.6 A replacement window should match the original in its design.**

- If the original window is double-hung, then the replacement window should also be double-hung, or at a minimum appear to be so.
- Match the replacement also in the number and position of glass panes.
- Matching the original design is particularly important on key character-defining facades.

### **3.7 Match the profile of the sash and its components, as closely as possible to that of the original window.**

- A historic wood window has a complex profile within its casing. The sash steps back to the plane of the glazing (glass) in several increments.
- These increments, which individually are measured in fractions of an inch, are important details.
- They distinguish the actual wood window from the surrounding plane of the wall.
- The profiles of wood windows allow a double-hung window, for example, to bring a rich texture to the simplest structure.
- These profiles provide accentuated shadow details and depth of the facades of the building.
- In general, it is best to replace wood windows with wood on contributing structures, especially on the primary facades.
- Non-wood materials, such as vinyl or aluminum, will be reviewed on a case-by-case basis. The following will be considered:
  - Will the original casing be preserved?
  - Will the glazing be substantially diminished?
  - What finish is proposed?
  - Most importantly, what is the profile of the proposed replacement window?

### **3.8 In a replacement window, use materials that appear similar to the original.**

- Using the same material as the original is preferred, especially on the key character-defining facades.
- A substitute material may be appropriate in secondary locations if the appearance of the window components will match those of the original in dimension, profile and finish.
- Installing a non-wood replacement window usually removes the ability to coordinate the windows with an overall color scheme for the house.

## **ATTACHMENT I: PUBLIC PROCESS AND COMMENTS**

March 24, 2022 – Public hearing notice mailed to all owners and occupants within 300 feet of the subject property.

Staff has received one public comment to date. This comment was in opposition to the requested Certificate of Appropriateness and has been enclosed with this staff report.

**From:** [pollyh](#)  
**To:** [Tubbs, Caitlyn](#)  
**Subject:** (EXTERNAL) 129 W 400 N Windows  
**Date:** Thursday, March 24, 2022 9:30:09 PM

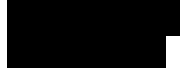
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Hi Caitlyn-

I live around the corner from this property, and I object to the applicant's request for retroactive approval of their window replacements. The front bay window had a beautiful stained glass panel that (along with the other openings) has been replaced with a single pane "blank stare." I strongly urge the HLC to ask that staff work with the applicant to restore all of the windows to their former character. As a former member of HLC, I am disappointed to see another case of it being easier to ask forgiveness than permission.

Thank you,

Polly Hart



Sent from my eyePhone