

**STAFF REPORT**  
**for**  
**AUGUST 7, 2019 HRC MEETING**

**Case #:** COA2019-074  
**Staff:** Heather M. Bratland

**Applicant:** Randy Hatteberg, RMH Properties LLC  
**Owner:** Randy Hatteberg, RMH Properties LLC

**LOCATION**

District: West End Historic Overlay District #457  
Street: 1210 West Fourth Street  
Building: Jones-Heath House  
Local Historic  
Landmark#: n/a

**REQUEST(S)**

- After-the-fact installation of a new window

**APPLICABLE SECTIONS OF DESIGN REVIEW GUIDELINES**

*West End Historic Overlay District Design Review Guidelines*  
**(Please refer to the applicable sections of the *Guidelines*, as detailed in the staff comments.)**

**PROJECT DESCRIPTION/ELEMENTS**

*Please refer to the information provided with the application.*

**STAFF COMMENTS**

The applicant requests permission to install a new 8/1 wood composite window on the southern sidewall. The window will have permanently applied exterior muntins and will be trimmed on the exterior to match the historic window surrounds. The proposed new window with exterior muntins will replace the existing window with muntins between the glass, which was installed earlier this year without a COA. This application also includes an after-the-fact request to cut the new window opening.

**STAFF FINDING**

Commission staff finds that the work is not incongruous with the character of the West End Historic Overlay District because:

- 1) The proposed window opening is located in the rear portion of the southern sidewall, a noncharacter-defining elevation. The new window opening and window do not compromise the architectural integrity of the house. The new window will have permanently applied exterior muntins in an 8/1 pattern, which matches the design of existing historic windows in the sidewall. The size and trim details of the new window will be consistent with the overall design of the building, including its original detailing. (*Fenestration: Windows and Doors*, West End Guideline 12)

**STAFF RECOMMENDATION**

Based on the preceding finding, staff recommends that the Commission approve COA2019-074 at the Jones-Heath House, located at 1210 West Fourth Street within the West End Historic Overlay District (PIN# 6825-84-0899.00), with the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and
- 3) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.