LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

City of Springfield

INTEROFFICE MEMORANDUM

DATE: September 27, 2013

RE: Landmarks Board Meeting

Please find attached the agenda for the Landmarks Board meeting on **October 2, 2013**. No tour is being offered.

R. Daniel Neal

Daniel Neal
Senior Planner

CITY HALL

LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

October 2, 2013
5:30 P.M.
Council Chambers
City Hall (830 Boonville)

I Roll Call

II Minutes
July 24, 2013

III Unfinished Business
A. Certificate of Appropriateness
None
B. Certified Local Government Review
None
C. Pre-Application Review
None

IV New Business
A. Certificates of Appropriateness
1. 830 Boonville: Repair and replace windows in rotunda
2. 1485 E. Walnut: Remove and replace an existing basement garage
B. Certified Local Government Review
None
C. Pre-Application Review
None

V Communications

VI Reports
A. Report on committees
1. Application
2. Demolition
3. Historic sites and districts
4. Communications
5. Awards and recognition
6. Design guidelines
B. Administrative approval of C of A's
1. 1455 E. Meadowmere: Add new fence and landscaping adjacent to Pickwick
2. 217 E. Commercial: Add a new flush mounted sign in the existing sign channel

VII Any other matters that fall under the jurisdiction of the Board
None

VIII Adjournment

NOTE: In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting.

MINUTES OF THE LANDMARKS BOARD

DATE: July 10, 2013
TIME: 5:30 pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time in City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: David Eslick (Chair), Laurel Bryant (Vice-Chair), Ann Bayliff, Len Eagleburger, Monica Stegall, and David Brown; Daniel Neal, Senior Planner; Duke McDonald, Assistant City Attorney; Sandy Goddard Administrative Assistant. ABSENT: Todd Smith and David Maggard.

ROLL CALL:

APPROVAL OF MINUTES: May 29, 2013 minutes were approved with corrections.

NEW BUSINESS:

A. Certificates of Appropriateness:

1. 1110 N. Jefferson: Demolish historic structure.

Mr. Neal commented that after further review staff was going to recommend tabling this request until there is more information taken to Planning and Zoning Commission regarding the property acquisition and change of use for this property. Staff suggests that the public hearing take place today since members of the public are here to discuss it, but would ask the case be tabled to August.

Mr. Ralph Plank, 1337 N. Washington, located in the Mid-Town Historic District and 1110 N. Jefferson is in the historic district as well. Mr. Plank stated he is a member of the Mid-Town Neighborhood Association Board and has a letter from the Board that he would like to share with the Landmarks Board expressing concerns about the demolition of the Collins/Culler House. Consistent with the Mid-Town Plan which is the City of Springfield Council Resolution 88345, dated March 27, 2001, said resolution conveys obligations for the City of Springfield, the Mid-Town Neighborhood Association and major institutions in Mid-Town to preserve the single family character of properties in the neighborhood and to preserve the irreplaceable architectural structures therein. The demolition of the Collins/Culler house would violate these obligations. The Mid-Town plan is now a part of the Springfield-Greene County Comprehensive Plan. In 2002 the Mid-Town Historic District was expanded to include this property and is now a contributing structure to the National Register Mid-Town Historic District (Mr. Plank submitted a copy of the Mid-Town Plan). The Mid-Town Plan calls for R-12, or Springfield Public Schools, Central High School northern boundary to not extend north beyond the south property line of the vacant lot just south of the Collins/Culler housel. It is the objective of the Mid-Town Plan to protect and improve the single family character of the neighborhood and objective five (5) is to encourage the preservation of architecturally significant structures and design features. The Collins/Culler House fits both of these criteria and is a beautiful example of a Queen Anne

cottage. The Plan states any organization with an interest in amending the Government Plaza Area which includes the 1110 block of North Jefferson should work for a consensus on the appropriate use for the affected properties. Modification of the Mid-Town Plan would be required to accommodate any R-12 or City Utilities expansion of area two (2). To be consistent R-12 would need to reach consensus with residents in the area and Mid-Town Neighborhood Association as well as other interested parties which would include the Landmarks Board. Modification of the Springfield-Greene County Comprehensive Plan would require public process and approval or rejection from Planning and Zoning Commission and City Council. Mr. Plank stated that to their knowledge R-12 has not contacted residents or Mid-Town Neighborhood Association to have a dialog to reach a consensus on the proposed expansion into the Mid-Town Historic District and they have not made any proposals to change the Mid-Town Plan and the Comprehensive Plan. The Mid-Town Neighborhood Association would like to encourage the Landmarks Board to table and or postpone indefinitely the request for demolition of the Collins/Culler House. This will allow time for discussion and possible solutions to be found to preserve the historic structure. Mr. Plank offered some ideas for solutions to the parking issue.

Mr. Pete Redecki, 1215 N. Benton, located in Mid-Town and a member of the Mid-Town Board. Mr. Redecki stated that as you look at an old neighborhood like this with hundred year old houses, probably almost every one of them at some time or other is going to be in a period of disrepair and it's always in need of a new owner, finance or something and the challenge is always money. With the commitments that were made within the Mid-Town Plan, together we have to figure out how to step aside as looking at this as a demolition project, it needs help.

Mr. Steve Chotis, 4648 East Hidden Oak Place, commented he is CFO for Springfield School District and approximately one year ago was approached several times by the Principal of Central High School indicating that a number of complaints had been received by parents about the lack of parking for students. A review was taken to determine what might be available for parking; one of the concerns was students crossing the street and the focus was on this house just north of their property. The property was appraised and we entered into negotiation with the owner and then purchased the property.

Mr. McDonald asked if anyone had considered running the proposal to purchase the property by the Planning and Zoning Commission first.

Mr. Chotis said no.

Mr. McDonald stated that has been done at this time, correct.

Mr. Chotis said yes.

Mr. Bill Shelburn, Coodinator for Facilities for Springfield Public Schools. Mr. Shelburn stated when the property was purchased it was in bad shape and it is not getting any better. We have received a notice from the City to take it down because it is a nuisance. We have till July 25th to do that. That is why we are trying to pursue this right now. We are working on a Comprehensive Plan to do something with the green space where we took the original administrative building down; this would be part of that. Right now, we

are leasing a lot north of the Library from the Library for parking for students, but it is unsafe and very congested.

Mr. Eslick asked where the faculty parks.

Mr. Shelburn stated they park across the street by the swimming pool and they park on that lot north of Central. It is a preference to them where it is closer to the classrooms.

Mr. Eslick stated by tabling this, this kicks the demolition delay to a later date. This is one of the most historic homes in Springfield and probably no one realized it until this issue came up. The first weatherman in Springfield lived in that house when it was built and the mayor of Springfield lived in the house. It is an important piece of the history of Springfield and one of the best examples of preserving a historic home was the Rose O'Neal House on Summit that Drury College saved when they built the apartment complex there. Mr. Eslick stated he would like the School Board to consider saving the structure with Mid-Town being as important as it was and is because of its proximity to north Springfield and Center City, he would like to see it preserved.

Mr. Shelburn stated the enrollment at Central High School continues to go up and we continue to need more room for parking; not much we can do surrounded by other entities. The house has been divided up into apartments and it's a long way from its former self.

Mr. Eslick stated the exterior of the structure is important; what the interior is like is not part of the Landmarks Board purview.

Ms. Bryant asked if the school could build structures up like parking garages.

Mr. Shelburn stated if they have enough money. It is not feasible. We have discussed that before, but it is cost prohibitive.

Ms. Stegall stated with the concern of parking across the street, are there not crosswalks or crossing guards or some type of protection for the kids.

Mr. Shelburn said that twice a day when students are coming and going it's a circus and we are concerned about that. It has helped with the City putting up signs in the middle of the street for the crosswalks, but it is an accident waiting to happen.

Mr. Eslick asserted that the students are still crossing the street whether they are going to a parked car or leaving the school.

Mr. Shelburn said he does not believe they would if they weren't parking there.

Mr. Brown commented that the County and City discussed a multi-parking garage that was supposed to be where the police department is on the south end of it and the County seems to be having less and less parking; in fact they just demolished the Ralph Thieme Funeral Home which in his opinion was an historic structure. Mr. Brown commented that possibly it is time for all these people to come together and discuss

this issue. We are in a crisis mode with parking with all these facilities coming together; Drury and City Utilities. We are demolishing a lot of structures and putting up new structures such as the Public Safety Center, and the only thing they aren't planning is parking.

Mr. Shelburn stated that would be an option to look at.

Mr. Eslick noted that since this is being tabled, there will time for discussion and possible alternatives.

Mr. Shelburn commented there was one person who contacted the school wanting to move the house, doing a lot of research, and it is not feasible to move the house and there isn't any place close to move it.

Ms. Bryant asked for more information about the person who wanted to move the house.

Mr. Shelburn stated that this person could not find any property in the area and it will be very expensive to move it because of utility lines needing to be taken down and put back up because of the height of the structure. It may be in two pieces as there was the original house and an addition to the structure later on.

Mr. Eslick commented on some homes located across from Reed Middle School, that were moved by Preservation Springfield who were in charge of rehabilitating those, and it took some time but it was done and they were moved eight to ten blocks from there. Mr. Eslick commented he believes there should be property in Mid-Town available to look at and possibly someone will come forward and offer to purchase the home and move it with the request being tabled today. The hope is that the house will remain on the property as it is a National Historic Register Property.

Ms. Bayliff asked the size of the lot.

Mr. Shelburn said it is not big; maybe sixty (60X100) by one-hundred.

Mr. Bayliff asked typically how many parking spaces would that be.

Mr. Shelburn said they do not know that yet because there is a level change between the exiting parking lot and the two lots that the School owns there after they take the house down. They would have to redesign the whole parking lot so it would not have to have a ramp for parking. That would take up quite a bit of the space.

Ms. Bayliff asked if the lot could be redesigned while leaving the house.

Mr. Shelburn said he did not see how they could because it would take up more than half the lot.

Mr. Eslick commented they are using that building for part of their art department and think that possibly if that building could be saved, then Central High School could use that a classroom.

Mr. Shelburn stated that is still changing the use of the structure with handicap issues and it wouldn't look the same no matter what they did with it.

Mr. Neal noted that Building Development Services currently has this listed as a dangerous building. It doesn't mean they couldn't delay the request to the School District to demo, but they do try to keep a deadline with a dangerous building. Mr. Neal stated he would need to involve Chris Straw with any final decisions regarding a delay.

Mr. Eslick stated that if they table the Certificate tonight, the demolition scheduled for July 25th would be delayed.

Mr. Neal stated he would have to discuss that with Mr. Straw, but that is a possibility.

Ms. Bryant added that that lot is maybe fifty (50) foot wide; it doesn't seem like a lot of parking would be added on this lot and it seems there is the cost of acquiring the property, engineering a different level from lot to lot and surely some of that could be applied toward a parking garage which might be a longer term solution. With Central High expanding their programs, they are just going to keep increasing the number of kids and faculty needs for the school.

Mr. Shelburn stated they have discussed that but it is very expensive. By having both lots they might equate to twenty (20) or thirty (30) parking spaces or less depending on the ingress and egress.

Ms. Bryant stated that it is very sad to lose a beautiful example of a Queen Anne Cottage with this much history as this structure has for twenty parking spaces.

Ms. Bayliff added as well as the beautiful trees.

Mr. Shelburn stated the trees are easier to work around than houses, adding they do take the trees into consideration when they can.

Mr. Scott Petrick, 1127 North Benton, commented when they took on their house it had seven apartments in it; it was vacant for four years and looked very similar to that house adding they are living very comfortably in the house, so if you are given enough time people will come forward and restore the beauty of the house.

Mr. Eslick closed the public hearing.

Mr. Neal commented that they plan to go to the Planning and Zoning Commission with a request to change use and acquisition in August if anyone is interested to discuss this issue further.

Mr. Brown motioned to table Certificate of Appropriateness for 1110 N. Jefferson to August 21, 2013. Ms. Bayliff seconded the motion. The motion carried as follows: Ayes: Eslick, Bryant, Eagleburger, Bayliff, Brown, and Stegall. Nays: None. Abstain: None. Absent: Maggard and Smith.

2. 328 E. Commercial: Add a new sign to the storefront and door.

Mr. James Allen, 328 E Commercial, Springfield, commented he needs a sign on his building. This sign is copied of a Roush Bicycle Shop in Peoria, Illinois from 1887.

Mr. Eslick opened the public hearing.

Mr. Eslick asked about some PVC like pipes sticking out asking if there was a previous sign there.

Mr. Allen stated he has had the building three (3) years. There was a pawn shop sign there and a bicycle shop sign in the seventies and a Perkins Hotel sign there at one time. This will be flat against the wall, probable no more than an inch protrusion from the wall.

Ms. Bryant asked if the mounting of the sign would be in the mortar, not the brick.

Mr. Allen said yes, adding it may be in wood on the wood front instead of the mortar or the brick.

Ms. Stegall commented she does not see any issues with the sign. It will be a good addition to the building.

Mr. Eslick closed the public hearing.

Mr. Bryant motioned to approve Certificate of Appropriateness for 328 E. Commercial. Ms. Stegall seconded the motion. The motion carried as follows: Ayes: Eslick, Bryant, Eagleburger, Bayliff, Brown, and Stegall. Nays: None. Abstain: None. Absent: Maggard and Smith.

3. 1014 E. Walnut: Demolish existing apartment and replace with new apartment.

Laura Daugherty, 319 N. Main Street, Butler, Rosenbury and Partners. Ms. Daugherty asked if the Board has any questions for her and she will respond unless there is further discussion the Board would like to have.

Mr. Eslick commented this is a revised plan from a previous pre-application hearing.

Ms. Daugherty reviewed the revisions; from the previous plan the Board reviewed, they had originally planned to do two (2) structures, one at the front on Walnut Street and one on the back lot. It will now be one structure with a full porch across the front to reflect the district. They have modified the front porch and hidden the stairwell as the board had recommended. Along the west elevation they have popped out a certain part of the building to provide more interest along that elevation and added more detailing as well as a gable end on the front second story area. While the size and massing of the structure will increase over the existing structure, the view from Walnut Street will be more consistent and compatible with the district. The removal of the driveway and restoration of the open space will also enhance the view from the Walnut Street.

Ms. Stegall asked if they have considered another interpretation as far as not trying to mimic the form and shapes of the historic fabric of the street; like this is a new structure so she does not necessarily think that it has to look the other structures.

Ms. Daugherty commented they are trying to shift the ideology of how infill should be treated in historic districts and we are trying to bridge the gap between what was previously the thought that it needed to be differentiated in a grand way where as now the thought is to be more sensitive, so we are trying to pick up

some more massing and scale in proportions. The way they do differ is the detailing is with modern materials and modern trim. We try to keep the massing of the trim the same so it still has sort of weight it would need to work within a historic district, but not actually replicating.

Ms. Bryant asked if the materials they will be using have changed.

Ms. Daugherty stated it is still the cementicious board siding, five quarter trim details, asphalt shingles, and brick base around the foundation.

Mr. John Horner, 910 E. Walnut Street, commented he gave a presentation at the previous meeting and since then the plan has improved a lot. He still has concerns about the plan as it is; it doesn't have materials or trim or embellishments in the details adding he would like to see more dimensions to see what this is actually is going to look like in size. Apparently, they will be using a metal railing for the porch and he would like to see wood as it is more appropriate to the historic area. Mr. Horner asked the applicant to consider using wood siding. He is concerned about the brick foundation being suitable on the front. Most of the houses have a lattice foundation on the porch. Mr. Horner said he would like to see the size and materials for the doors and windows. The fenestration on these houses is some of the most important thing about the houses and it would be nice to see some color renderings for the houses. Mr. Horner asked if the Board could approve this conditionally on the basis that the applicant provides more details as mentioned.

Mr. Eslick commented that on the Certificate of Appropriateness it states there are site plans, elevations, photographs, samples of materials to be uses, product literature, drawings, exhibits of why approved work should be approved and even State Historic Preservation officer comments that should be turned in with the Certificates. Mr. Eslick stated that if these things were provided as requested then Mr. Horner's questions would have been answered and suggested to Mr. Neal that we can remind future applicants of these requirements.

Ms. Daugherty stated that with regards to Mr. Eslick and Mr. Horner's comments regarding the Certificate of Appropriateness and the items required; for this proposal it is a new construction and per the Certificate of Appropriateness they are only required to submit the plans, elevations, site plan and the narrative. Since they are not doing a remodel or renovation of an historic property they are not required to submit product data or details which is why it differs from what this process was, adding they are trying to meet all the requirements. They are not trying to skirt anything, but based on the way the Certificate of Appropriateness reads, that is not a requirement for this type of project. Ms. Daugherty stated there are metal railings on an apartment building four buildings down from this current building and it has metal railing and a brick porch. It was originally built and is part of the Historic Register, because it is an historic property, and it has metal railing and a brick porch. Ms. Daugherty commented it makes sense whenever it is that type of use. Ms. Daugherty addressed the siding and in constructing a new building, using modern materials makes sense. Modern material in this application is more durable and Mr. Horner agreed as well, adding she hesitates about imitating every single thing on the street. That is in direct conflict with the actual Historic Walnut Street Guidelines. There is a passage in there on new construction and it says it should be differentiated; it

shouldn't be creating a false history and mimicking everything on the street would be creating a false history. The roof slope is 7"/12" so it is a respectful slope and works well with the district. Ms. Daugherty stated the window sizes are generous, three (3) feet wide and six (6) feet tall. Their intention is to make this a colorful project. Ms. Daugherty stated they have tried to balance what is appropriate for the district but also does read itself as new construction.

Ms. Bryant asked if they can make a motion with the changes that have been discussed.

Mr. Neal stated they can provide more detailed elevations showing the slope and dimensions of windows and as Ms. Daugherty stated new construction doesn't mention product literature and sample materials to be used so maybe you might what to change that in the future.

Ms. Bryant asked about the materials for the pediment and the door detailing.

Ms. Daugherty said it would be cementicious board and they plan on wood doors with wood trim.

Mr. Horner stated they want this compatible with an historic district and the siding and the railing is very important and visible and a metal railing does not enhance the look as a wood railing could.

Mr. Eslick asked if there was some siding that would look more like the wood lap siding with the a different profile.

Ms. Daugherty stated they do manufacture several different profiles as well as a shiplap siding; it can be purchased perfectly beveled to have the appearance of wood lap siding, adding she believes that this is achievable because this is a great product.

Ms. Daugherty stated they will provide elevations that indicate roof slope as it stands currently at 7"/12"; indicate window size as they stand currently; door size; side porch trim and dimensions which mimic the front.

Ms. Bryant asked if the shiplap beveling on the siding is part of the recommendation.

Mr. Daugherty asked if that was a recommendation or a suggestion.

Mr. Neal stated for it to be carried out in the field it would need to be a requirement of this application.

Mr. Eslick asked if that was something the applicant could do.

Ms. Daugherty asked on what grounds would that recommendation be made.

Ms. Bryant stated that some Board members are concerned about hardiboard, so perhaps a shiplap with beveling would be a compromise between the two.

Ms. Stegall stated she is not opposed to the cementicious fiber board on a new structure, but the overall design she is opposed to. Ms. Stegall stated she believes it will give a false sense of historic appearance and is not a good example of a new structure. It is trying to mimic what is there and people will question its

validity. Massing and scale wise it relates to the neighborhood, but the design and features she would rather it go the other direction.

Mr. McDonald stated that the Board is deciding what they believe is appropriate and it has to go into the Certificate of Appropriateness as a requirement for them to follow.

Mr. Neal stated that would be the same for the railing; he would want them to make a decision on the railing because he is unclear on what the Board is asking for at this point. He knows what the applicant is asking for, but need clarification on what the Board is requesting.

Ms. Bayliff stated wood railing would be look nicer.

Mr. Eslick asked if they were going with the metal railing because the property down the street had metal railing or is that for maintenance.

Ms. Daugherty stated both. It is a durable material and will last longer with the intensity of use it has. We have discussed using a metal material but detailing it in a more similar manner of wood, which is typically larger members; the wood is going to be a 2 X 4 or 2 X 6 top rail and spindles and metal is usually smaller. We discussed increasing the size of the steel and when it gets painted out it has a similar appearance from the street front and yet still maintains the durability. That is their preference.

Ms. Bryant stated that a metal railing in that use does not offend her sensibilities because it is a commercial use and durability is a factor in how it will look long term. Ms. Bryant asked Ms. Daugherty if she believes with the expansiveness of this much siding, do you think it would look better in a shiplap with bevel.

Ms. Daugherty stated it is a different look; the lap is what you see on a lot of these houses. Many of them do have lap, some have shiplap, but most have lap and they are very different looks to her. Shiplap is a lot more streamlined; lap is a lot more residential in kind. If we went with the shiplap, it would look a lot more commercial but that is not necessarily more historic in nature in her opinion.

Ms. Bryant stated she is concerned along with Ms. Stegall on the replication however she believes the sizing is correct.

Mr. Neal stated that the board could table this for two weeks if this is of importance to the Board and you don't feel that you have enough information. Getting it right the first time is very important. Ms. Daugherty would need to answer if this is something that they agree with.

Mr. Eslick asked if two weeks would be agreeable with the applicant.

Ms. Daugherty stated they can make it work, if that is what they need to do. Obviously we prefer to have approval now, but we can wait. Ms. Daugherty stated that to be clear the Board wants samples of the siding, product data for the windows and sizes as well as the doors.

Mr. Neal commented that a lot of the updates we talked about up to the elevations and then the sample of the siding is what the Board is asking.

Ms. Bryant asked for side porch trim and dimensions as well to reassure Walnut Street District that those will be matching to the front.

Ms. Daugherty provided pictures of a residential brick porch with metal railing and the other is a commercial apartment building with the metal railing. Ms. Daugherty stated they plan to have something a little more ornate than that.

Mr. Eslick asked if they were going to use the larger metal.

Ms. Daugherty stated if that is the recommendation of the Board then they will do so, adding that since Monica brought up the point of trying to replicate too much, she is on the fence about that, but she does question if that is the right thing to do.

Ms. Daugherty asked to go through the list of what they need to be doing next, and confirm this will be tabled for two weeks, is that correct.

Mr. Eslick said yes.

Ms. Daugherty stated she will bring in samples of siding and product data of both shiplap and lap; show window size, slope of roofs, door materials with sizes; show side porch trim and dimensions; the railing would be steel fabrication so it would not be a product they would purchase, it would be something they would detail and have built.

Mr. Eslick asked for a drawing of the size.

Ms. Daugherty asked if the recommendation is to make it more like the wood profile, to be clear.

Mr. Eslick asked that both drawings be submitted for review and at that point a decision could be made for the drawings.

Mr. Horner commented again on the siding and the precedent it would set and it's making something cheaper. Hardie board siding is cheaper and something like real cedar, a finger jointed cedar although finger jointed cedar is not near as expensive as solid beveled cedar siding and at the cost of cost savings we are sacrificing a lot. The railing is put there for cost savings as well and when you come in and build something in the Historic District remember this is for hundreds of years. You may build it for durability, but most houses are built to lessen the maintenance; we all maintain our homes. We paint and repair. It is a constant in maintaining our homes. It is not cheap to build a historic replication.

Ms. Bryant motioned to table Certificate of Appropriateness for 1014 E. Walnut for two weeks. Ms. Stegall seconded the motion. The motion carried as follows: Ayes: Brown, Stegall, Bryant, Eslick, Bayliff, and Eagleburger. Nays: None. Abstain: None. Absent: Maggard and Smith.

Pre-Application Review

1. 101 E. Commercial: Add a new veranda to the east elevation of the building.

Mr. Steve Deckard, 1539 N. Piney, Marshfield, commented he is the architect for the project. They are asking to add a veranda to the east side of this property. It will not be attached to the building. It will be a self support structure with four posts. Mr. Deckard stated he is available for questions.

Mr. Eslick stated he feels it will be a good project.

Ms. Stegall stated she believes it will be a great addition to the firehouse.

Mr. Neal asked the applicant if he would be prepared for the next meeting in two week.

Mr. Deckard stated that is possible.

Communications:

Mr. Eslick stated he had reported to the Greene County Historic Sites Board on Monday they had talked about the signs for the Trail of Tears. Preservation Springfield has offered to help pay for the signs.

Mr. Neal stated the Webinar for Historic Tax Credits is not accepting anymore applications.

Ms. Bryant suggested Mr. Neal talk to Leann Camey regarding Land Grants and the monies she might have available in future with Community Foundation of the Ozarks.

Mr. Neal mentioned they are working with the Springfield Public Schools for a Change of Use and Acquisition proposals to Planning and Zoning on August 8, 2013, if the Board is interested. The meeting for August 7, 2013 will be cancelled.

There being no further business, the meeting was adjourned at approximately 7:00 p.m.

K. Daniel Neal

Daniel Neal

LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

HISTORIC LANDMARK

DATE: September 27, 2013

PROPOSAL:

1. Provide new sash for each of the rotunda windows that are reproductions of the existing sash.
2. Provide insulated glazing at the new sash.
3. Provide restoration of the existing window frames.

BACKGROUND:

LOCATION: 830 Boonville Avenue

HISTORIC DESIGNATION: Historic Landmark – U.S. Customhouse and Post Office

APPLICANT: City of Springfield

RECOMMENDATION:

Staff recommends **approval**.

FINDINGS:

1. The National Park Services (NPS) Preservation Brief #9 recommends the retention and repair of original windows whenever possible.

2. NPS Preservation Brief #9 also recommends replacing windows in-kind using the

same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.

3. The applicant appears to have followed the Secretary of Interiors Standards for Rehabilitation with the proposed work.

PROJECT COORDINATOR:

Daniel Neal
Senior Planner
864-1036

ATTACHMENT A
BACKGROUND REPORT
Historic Landmark – U.S. Customhouse and Post Office
830 Boonville Avenue

APPLICANT'S PROPOSAL:

The applicant is requesting to glaze, rehabilitate and replace when necessary window features in the Historic City Hall rotunda (see applicant's explanation on attached application).

PRESERVATION BRIEF #9 (http://www.nps.gov/history/hps/tps/briefs/brief09.htm):

Window Replacement

Although the retention of original or existing windows is always desirable and this Brief is intended to encourage that goal, there is a point when the condition of a window may clearly indicate replacement. The decision process for selecting replacement windows should not begin with a survey of contemporary window products which are available as replacements, but should begin with a look at the windows which are being replaced. Attempt to understand the contribution of the window(s) to the appearance of the facade including: **1)** the pattern of the openings and their size; **2)** proportions of the frame and sash; **3)** configuration of window panes; **4)** muntin profiles; **5)** type of wood; **6)** paint color; **7)** characteristics of the glass; and **8)** associated details such as arched tops, hoods, or other decorative elements. Develop an understanding of how the window reflects the period, style, or regional characteristics of the building, or represents technological development.

Armed with an awareness of the significance of the existing window, begin to search for a replacement which retains as much of the character of the historic window as possible. There are many sources of suitable new windows. Continue looking until an acceptable replacement can be found. Check building supply firms, local woodworking mills, carpenters, preservation oriented magazines, or catalogs or suppliers of old building materials, for product information. Local historical associations and state historic preservation offices may be good sources of information on products which have been used successfully in preservation projects.

Consider energy efficiency as one of the factors for replacements, but do not let it dominate the issue. Energy conservation is no excuse for the wholesale destruction of historic windows which can be made thermally efficient by historically and aesthetically acceptable means. In fact, a historic wooden window with a high quality storm window added should thermally outperform a new double-glazed metal window which does not have thermal breaks (insulation between the inner and outer frames intended to break the path of heat flow). This occurs because the wood has far better insulating value than the metal, and in addition many historic windows have high ratios of wood to glass, thus reducing the area of highest heat transfer. One measure of heat transfer is the U-value, the number of Btu's per hour transferred through a square foot of material. When comparing thermal performance,

the lower the U-value the better the performance. According to ASHRAE 1977 Fundamentals, the U-values for single glazed wooden windows range from 0.88 to 0.99. The addition of a storm window should reduce these figures to a range of 0.44 to 0.49. A non-thermal break, double-glazed metal window has a U-value of about 0.6.

Conclusion

Technical Preservation Services recommends the retention and repair of original windows whenever possible. We believe that the repair and weatherization of existing wooden windows is more practical than most people realize, and that many windows are unfortunately replaced because of a lack of awareness of techniques for evaluation, repair, and weatherization. Wooden windows which are repaired and properly maintained will have greatly extended service lives while contributing to the historic character of the building. Thus, an important element of a building's significance will have been preserved for the future.

Repair

RECOMMENDED

Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may also include replacement in kind--or with compatible substitute material--of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.

These historic steel windows are being prepared for repairs and re-finishing as part of a rehabilitation project. Photo: NPS files.

NOT RECOMMENDED

Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate.

Failing to reuse serviceable window hardware such as brass sash lifts and sash locks.

Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible.

top

Replace

RECOMMENDED

Replacing in kind an entire window that is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.

NOT RECOMMENDED

Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance.

Inappropriate change to a historic building means the loss of its distinctive visual qualities, as well as a lessening of its long-term historical and cultural value. Photo: Martha L.

	Werenfels, AIA.

ATTACHMENT B
PERTINENT DESIGN GUIDELINES
Historic Landmark – U.S. Customhouse and Post Office
830 Boonville Avenue

ZONING ORDINANCE

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Historic Landmark or Historic District or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

SECRETARY OF THE INTERIOR'S STANDARDS

The following standards would apply to this proposed construction:

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.

4. Most properties change over time; those changes 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 property shall be preserved.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
Historic Landmark – U.S. Customhouse and Post Office
830 Boonville Avenue

1. The narrative that was reviewed by City Council when this building was nominated for Landmark status stated the following about the building:

   The Springfield City hall was constructed from 1891-1894 as the United States Customhouse and Post Office. The architectural design of the building is classified as Richardsonian Romanesque after the famous turn of the century architect Henry Hobson Richardson. Richardson blended the ideas of order, proportion and detail, which were prevalent in Roman-Greek architecture, with native materials of brownstone and limestone to create a very pleasing aesthetic. The building was placed on the National Register of Historic Places on June 27, 1979.

CITY of SPRINGFIELD

Office Use Only
Date Filed: _____
Received By: _____
Review:
❑ Administrative
❑ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

Kirk E Juranas 9/17/13

Please type or print name(s) clearly:

KIRK JURANAS P.E.
ASSISTANT DIRECTOR PUBLIC WORKS
CITY OF SPRINGFIELD MISSOURI

Exhibit A.

Request for Certificate of Appropriateness

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5–8.

1. PROPERTY ADDRESS:

830 Boonville

2. APPLICANT:

Name(s): City of Springfield, Missouri

If corporation: Corporate official: _____

(corporate seal)

Mailing address: 840 BOONVILLE Zip Code: _____

Telephone number: 864-1901 Fax number: 864-1907

e-mail: KJURANAS@SPRINGFIELDMO.GOV 864-1938

3. AUTHORIZED REPRESENTATIVE: *(The representative should have the authority to commit the applicant to changes that may be suggested by the Board).*

Name: Christopher Swan, AIA Signature: Chris Swan

Address: 319 N. Main, Suite 200, Springfield, Missouri 65806 Telephone: 417-865-6100 Fax: 417-865-6102

e-mail: cswan@brpae.com

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)*

Date of discussion: 9/16/13

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: *(Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and* ***must*** *be attached. See Instructions, page 5.* ***Maximum size for drawings: 11 x 17 inches.*** *NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)*

- ☐ Addition (1, 2, 3, 7)
- ☐ Awnings (2, 3, 4 or 5, 6)
- ☐ Building Relocation (1, 2, 3, 7)
- ☐ Demolition (1, 2, 3, 7)
- ☐ Door (2, 3, 4 or 5, 6)
- ☐ Fence (1, 2, 3, 5)
- ☐ Guttering (2, 3, 4 or 5, 6)
- ☐ Handicapped Ramp (1, 2, 3)
- ☐ New Construction (1, 2, 3, 7)
- ☐ Parking (1, 3)
- ☐ Porch (1, 2, 3)
- ☐ Retaining Wall (1, 2, 3)
- ☐ Roof-New (3, 4 or 5, 7)
- ☐ Re-roof (3, 4)
- ☐ Sidewalk (1, 3)
- ☐ Siding (3, 4 or 5)
- ☐ Sign (1, 2, 3, 6)
- ☑ Window (2, 3, 4 or 5, 6)
- ☐ Archeological Site (1, 3, 8)

☐ Other (Specify) _____

1-Site plans
2-Elevations
3-Photographs
4-Sample of materials to be used
5-Product literature
6-Drawing
7-Exhibit C-Why proposed work should be approved
8-State Historic Preservation Officer Comments

2. DESCRIPTION OF PROPOSED WORK: *(Attach additional pages if necessary.)*

See the attached summary.

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

Exhibit C.

WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

Generally, the scope of work includes the following:

1.Provide new sash for each of the rotunda windows that are reproductions of the existing sash.
2.Provide insulated glazing at the new sash.
3.Provide restoration of the existing window frames.

The scope of work proposed meets the requirements set forth in the Secretary of Interior's Standards for Rehabilitation. The requirements and process prescribed in the Construction Documents are outlined in the Secretary of Interior's Preservation Brief #9 – The Repair of Historic Wooden Windows.

Given the significant deterioration of the sashes and the Owner's desire to use insulated glazing units to improve energy efficiency, rehabilitation of the existing frames is not feasible. The sash will be reproduced based on the rigorous requirements outlined in the attached scope of work. Great care will be taken to convey the same visual appearance as the original sash with particular attention to the sightlines of the existing sash.

The rehabilitation of the existing frames is outlined in the attached scope of work. All efforts will be made to repair existing materials in place. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

BUTLER ROSENBURY & PARTNERS, INC.

Historic City Hall Rotunda Window Restoration

City of Springfield, Missouri

Narrative for Scope of Work

September 16, 2013

13040.SIDE

Overview

On August 27, 2013, the existing windows were observed from both the interior and the exterior. The follow proposed approach and attachments were prepared based on these observations as well as the desires communicated by the City of Springfield in the Request for Proposal process. The primary desires communicated by the City of Springfield included:

1. Provide new sash for each of the rotunda windows that are reproductions of the existing sash.
2. Provide insulated glazing at the new sash.
3. Provide restoration of the existing window frames.
4. Bid the windows at the basement and the elevator machine room levels as an add alternate to the base bid of the contract.

Based on the observations on site, the window frames appear to be in relatively good condition. Many of the existing lower sashes – particularly the windows at the first/second floor landing and the second/third floor landing – have experienced significant deterioration. The windows at the elevator machine room level have also experienced deterioration. Generally, the existing sills appear to be in fair condition. Several of the windows have broken glazing.

Based on these conditions and the desires communicated by the City of Springfield, we recommend proceeding with the following scope.

Window Sashes

For the sash reproductions, we propose that the sub-contractor take the existing sash and use it as the basis-of-design for the replica so that the stiles and rails and the profiles of the replica match. The sash replicas would be reinstalled into the existing restored frame. The upper sash should be fixed and the lower sash attached to the pulleys with new chains or ropes. The existing weights may be augmented with lead to compensate for the heavier weight of the insulated glass. For the sash construction, we recommend the following:

- Mahogany or Accoya wood.
- Reinforcing embedded in the upper sash to aid in supporting the additional weight of the insulated glass and maintaining the existing sightlines.
- Mortise and tendon joinery.
- Hand or machine carving the fan detail at the interior corners of the W3 window types.
- Reusing the existing hardware.

We recommend that the contract require the contractor submit, subsequent to the approval of shop drawings, 12” x 12” samples for verification of the following locations for each window type:

- Bottom rail/stile connection at lower sash

- Meeting rail/stile connection at upper/lower sash
- Top rail/stile connection at upper sash. This detail may need to be larger to include the carved fan detail.

The samples for verification would then be compared to the original sash for review and approval prior to final production of remaining sash.

Glazing

For the insulated glazing, it is recommended to use 5/8" insulated bent glass filled with air. Clear glass should be used on both lites to best maintain the historic appearance and a low-e coating can be provided on the third surface.

Window Frames

The existing frames would be restored in place. Based on the observations, the specifications will outline a process for restoring the window that is consistent with the recommendations of the Secretary of Interior's Standards for Historic Preservation. As part of this process, the pre-qualified Historic Treatment Specialist will be required to conduct Pre-construction Testing. Generally, the testing will be conducted in the following manner:

- Examine each exterior window for operational soundness beginning with the lower portions of the frame. Visually inspect these areas for deterioration, and utilize the following tests for soundness:
- Jab an ice pick or an awl into a wetted wood surface at an angle and pry up a small section of the wood. Sound wood will separate in long fibrous splinters, but decayed wood will lift up in short irregular pieces due to the breakdown of fiber strength.
- On exterior sills push a sharp object into the wood, perpendicular to the surface. If deterioration has begun from the hidden side of a member and the core is badly decayed, the visible surface may appear to be sound wood. Pressure on the probe can force it through an apparently sound skin to penetrate deeply into decayed wood.
- Determine Repair Class by evaluating the condition using a combination of three broad categories: 1) routine maintenance procedures, 2) structural stabilization, and 3) parts replacement, specified in the following sections and referred to respectively as Repair Class I, Repair Class II, and Repair Class III.

Repair Class I: Routine Maintenance:

Remove the interior stop and the parting bead. Use a utility knife along the length of the seam, breaking the paint bond. The interior stop may be initially loosened from the sash side to avoid visible scarring of the wood and then gradually pried loose using a pair of putty knives, working up and down the stop in small increments. With the stop

removed, withdraw the lower or interior sash. Detach sash cords from the sides of the sash.

Remove the upper sash similarly, except the parting bead which holds it in place is set into a groove in the center of the stile and is thinner and more delicate than the interior stop. After removing any paint along the seam, carefully pry out the parting bead and work it free in the same manner as the interior stop.

Repair Class II: Stabilization:

Additional repairs to the frame may include consolidation or replacement of deteriorated wood. Use the following repair methods:

Repair split wood by executing the following steps: 1) dry the wood, 2) treat decayed areas with a fungicide, 3) waterproof with two or three applications of boiled linseed oil (applications every 24 hours), 4) fill cracks and holes with putty, and 5) after a "skin" forms on the putty, paint the surface, caulking joints between the sill and the jamb.

Sills or other members which exhibit surface weathering shall also be built-up using wood putties or homemade mixtures such as sawdust and resorcinol glue, or whiting and varnish. These mixtures shall be built up in successive layers, then sanded, primed, and painted.

Wood may also be strengthened and stabilized by consolidation, using semi-rigid epoxies which saturate the porous decayed wood and then harden. The surface of the consolidated wood shall then be filled with a semi-rigid epoxy patching compound, sanded and painted. Epoxy patching compounds can be used to build up missing sections or decayed ends of members. Duplicate profiles using hand molds, which are created by pressing a ball of patching compound over a sound section of the profile which has been rubbed with butcher's wax.

When the degree of deterioration is so advanced that stabilization is impractical, and the only way to retain some of the original fabric is to replace damaged parts, follow the section below.

Repair Class III: Splices and Parts Replacement:

When parts of the frame or sash are so badly deteriorated that they cannot be stabilized, retain at least some of the existing or original fabric by replacing the deteriorated parts with new matching pieces, or splicing new wood into existing members.

Based on this testing and its findings, the Historic Treatment Specialist will prepare a Historic Treatment Program for the window frames to be reviewed and approved by the Owner and the Architect. Generally, the requirements for the Historic Treatment Program will be as follows:

- Prepare a written plan for historic treatment of wood windows, including each phase or process, protection of surrounding materials during operations, and control of spills during on-site repair and other processes. Describe, in detail, materials, methods, and equipment to be used for each phase of work. Show compliance with indicated methods and procedures related to historic treatment of wood windows specified in this and other Sections.
- Following the Preconstruction Testing, record results of examination in a window schedule which lists all of the parts of each window unit. Indicate the precise tasks to be performed in the repair of each unit. Note the following:

  Window location.
  Condition of the frame.
  Condition of interior and exterior sills.
  Condition of brick mold and other wood trim.
  Overall condition of the window (excellent, fair, poor, and so forth).
  Repair Class.

After approval of the Historic Treatment Program, the Contractor will be required to provide a mock-up of one window frame for approval prior to proceeding with the restoration of the remaining frames. The mockups shall demonstrate the aesthetic effects and set quality standards for materials and execution and for fabrication and installation of the remaining frames. In addition to the window frames, it is recommended that several of the interior wood window sills be replaced.

Materials:

Wood replacement materials	Match existing species exactly
Wood Consolidant	ConServ Epoxy LLC; Flexible Epoxy Consolidant 100
Wood Patching Compound	ConServ Epoxy LLC; Flexible Epoxy Patch 200.

Quality Requirements

Given the historic value and public nature of this building, we intend to prequalify certain sub-contractors to be included in the specifications based on specific qualification criteria. Additional sub-contractors would be allowed to submit their qualifications for review by the Owner and the design team prior to bidding. Sub-contractors that meet the criteria set forth in the specification would be listed as approved sub-contractors in an Addendum. The follow outlines the criteria for which certain sub-contractors will be qualified for specific scopes of work:

Historic Treatment Specialist

Historic Treatment Specialist Qualifications: A firm or individual experienced in historic treatment of windows similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

Historic Treatment Specialist shall have provided successful window restoration on a 3-story-plus building with a quantity of windows at least 80 percent of the quantity of windows to be restored in this project within the past three years.

Historic Treatment Specialist shall be able to demonstrate at least two other successful window restoration projects completed within the past three years.

Historic Treatment Specialist shall be able to demonstrate at least one other successful window restoration project completed that included restoring window frames similar in nature to this Project.

Historic Treatment Specialist Firms: Subject to compliance with requirements, provide a historic treatment specialist by one of the following or submit another firm for review to the Architect at least seven days prior to the Bid Date. Accepted firms shall be listed in an Addendum. All treatment specialists bidding the project are required to be pre-qualified.

Wood Window Sash Manufacturer

Wood Window Sash Manufacturer: A firm or individual experienced in replicating historic window sash similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

Wood Window Sash Manufacturer shall have provided successful window sash replication and replacement on a 3-story-plus building with a quantity of windows at least 80 percent of the quantity of windows to be restored in this project within the past three years.

Wood Window Sash Manufacturer shall be able to demonstrate at least two other successful window sash restoration projects completed within the past three years.

Wood Window Sash Manufacturer shall be able to demonstrate at least one other successful window sash replication and replacement project completed that included fabricating radial arch-top window sash similar in nature to this Project.

Wood Window Sash Manufacturer Firms: Subject to compliance with requirements, provide a Wood Window Sash Manufacturer by one of the following or submit another firm for review to the Architect at least seven days prior to the Bid Date. Accepted firms shall be listed in an

Addendum. All Wood Window Sash Manufacturers bidding the project are required to be pre-qualified.

Bent Glass Manufacturer

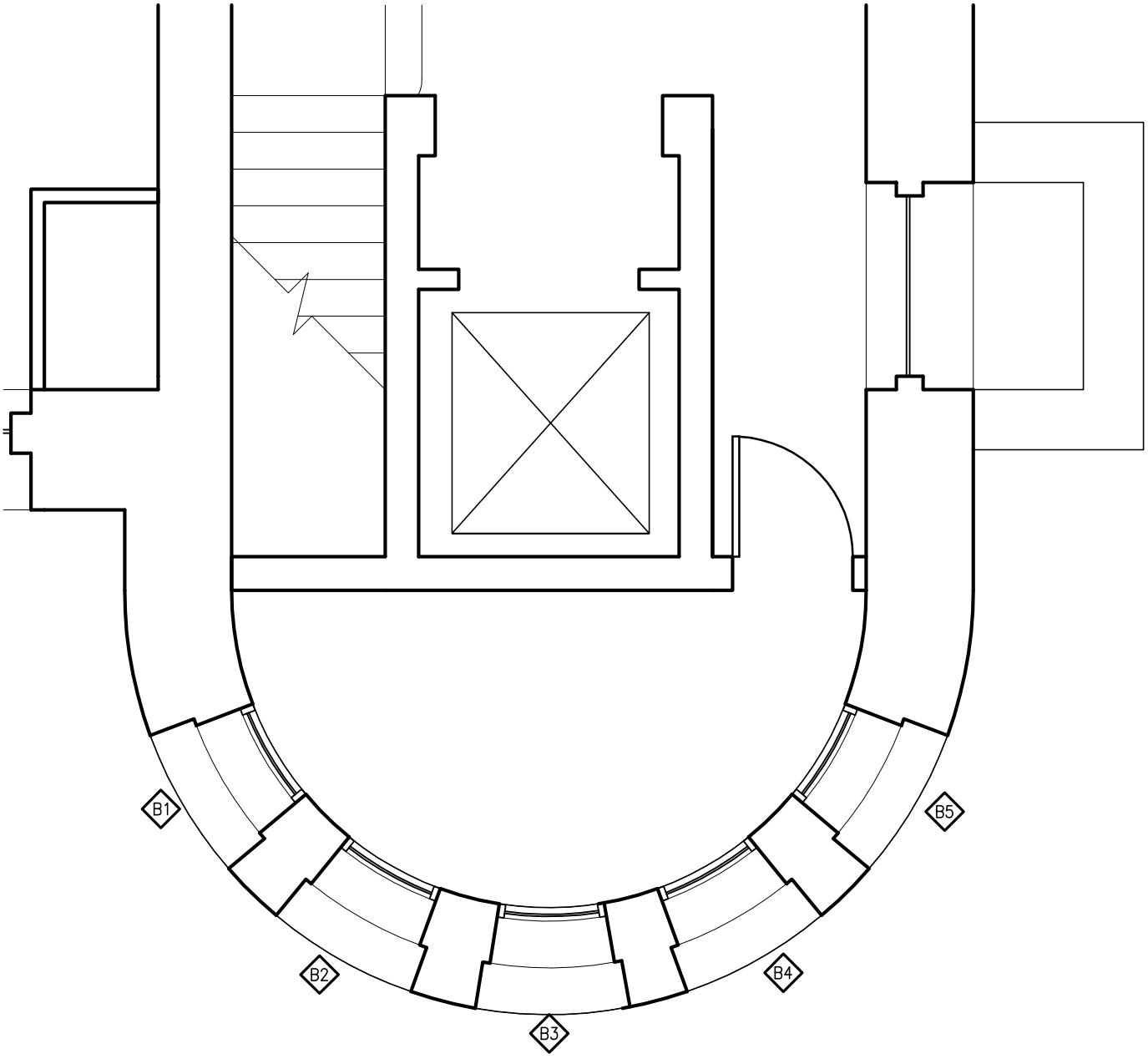
Manufacturer Qualifications: A firm or individual experienced in bent glass for windows similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

Bent Glass Manufacturer shall be able to demonstrate at least one other successful window restoration project completed that included fabricating insulated radial arch-top window glazing similar in nature to this Project.

Bent Glass Manufacturers: Subject to compliance with requirements, provide a bent glass manufacturer by one of the following or submit another manufacturer for review to the Architect at least seven days prior to the Bid Date. Accepted manufacturers shall be listed in an Addendum. All Bent Glass Manufacturers bidding the project are required to be pre-qualified.

Hazardous Materials

It has been confirmed that the existing frames and sash contain lead-based paint. It is anticipated that any hazardous materials would be addressed by the City of Springfield under a separate contract and the Contractor of this work would be required to coordinate all activities with the Contractor responsible for the remediation activities.



1 PARTIAL PLAN AT BASEMENT LEVEL

SCALE : 1/4"=1'-0"

N

HISTORIC CITY HALL WINDOW RESTORATION

BUTLER, ROSENBURY & PARTNERS, INC. 13040.SIDE

ISSUE DATE: September 26, 2013

CHRISTOPHER MICHAEL SWAN,MO LIC. # A-200700985

A1.0

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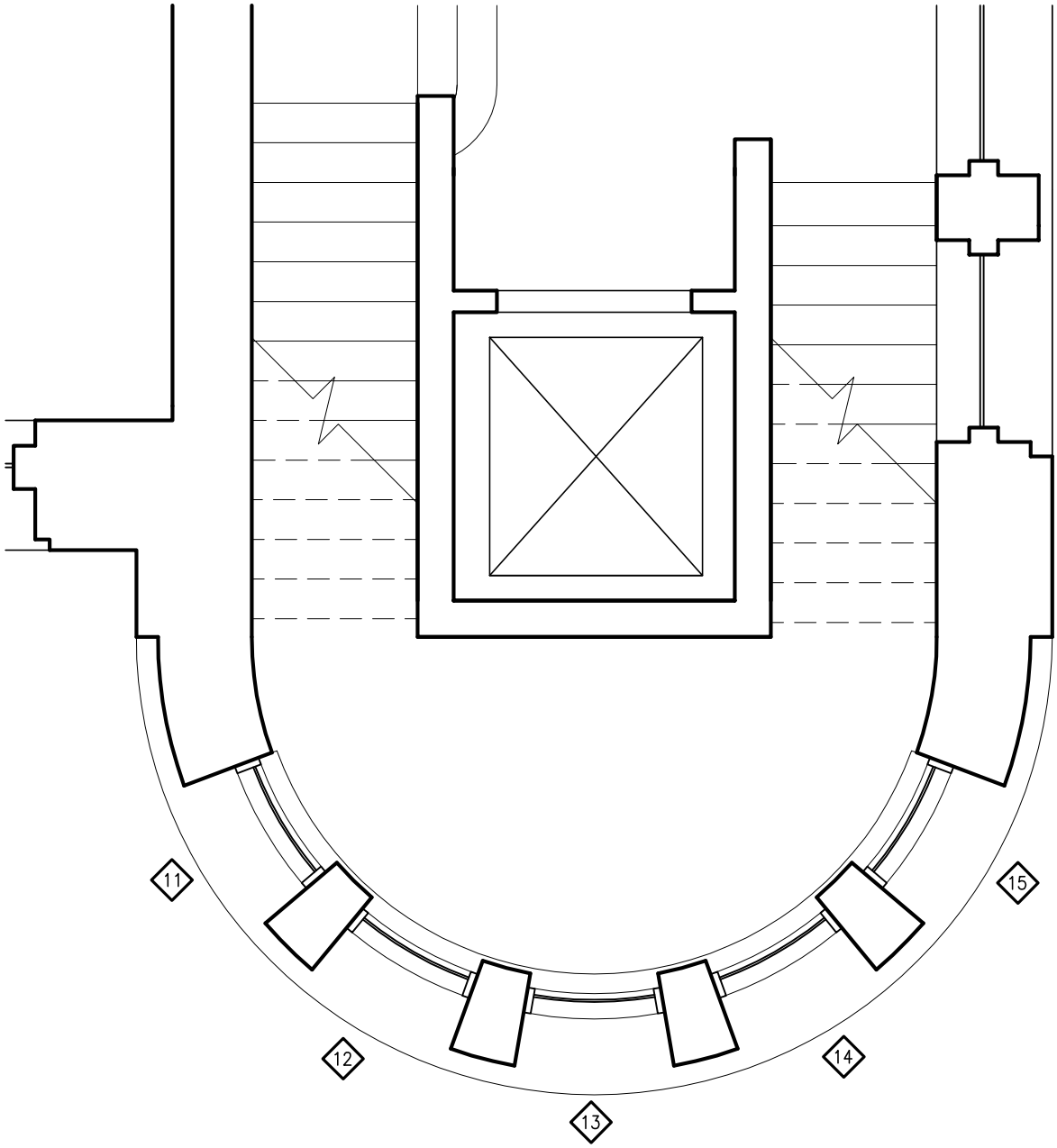

1 PARTIAL PLAN AT BASEMENT/FIRST LANDING

SCALE : 1/4"=1'-0"

N

HISTORIC CITY HALL WINDOW RESTORATION

BUTLER, ROSENBURY & PARTNERS, INC. 13040.SIDE

ISSUE DATE: September 26, 2013

CHRISTOPHER MICHAEL SWAN,MO LIC. # A-200700985

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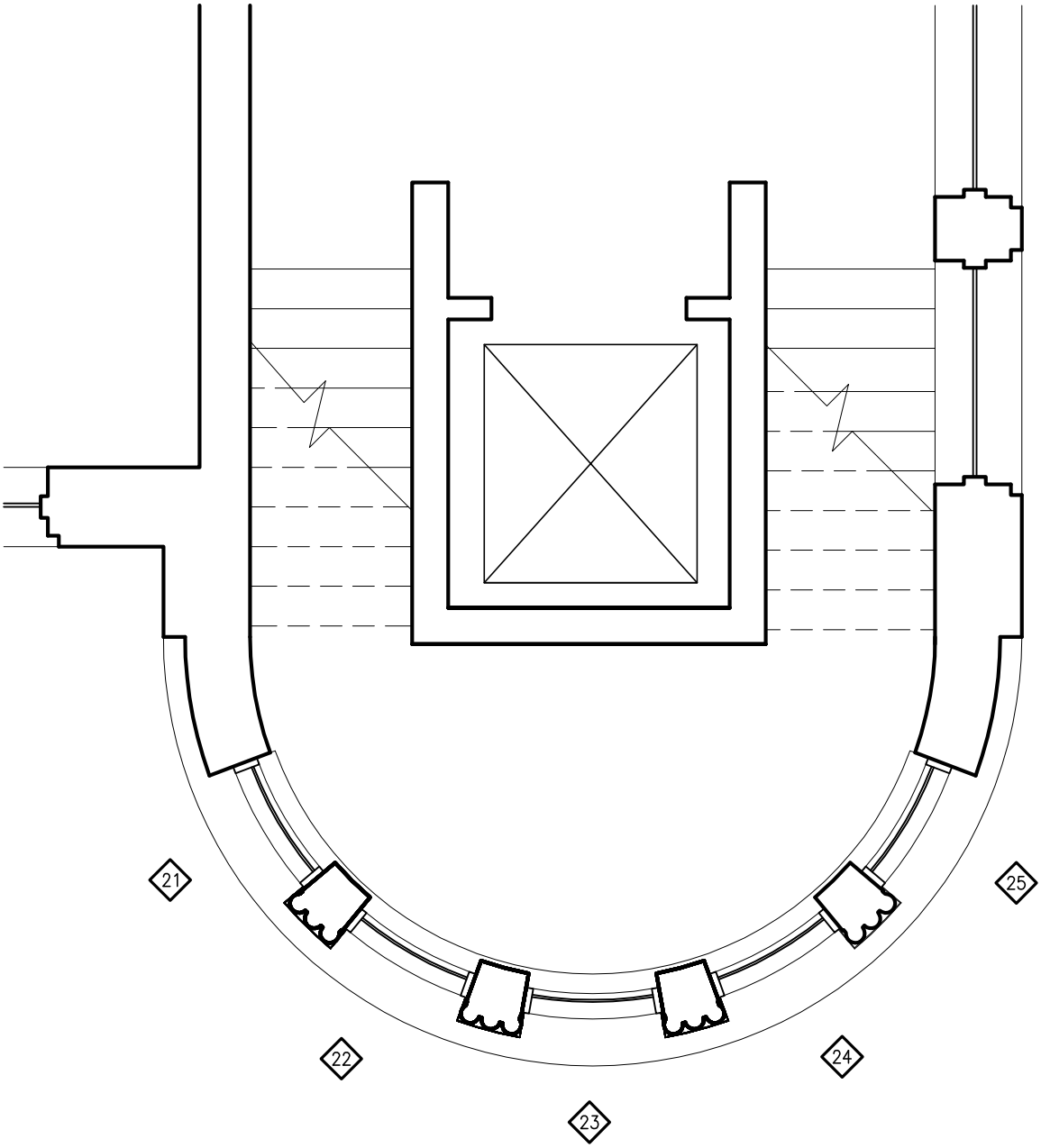

1 PARTIAL PLAN AT FIRST/SECOND LANDING

SCALE : 1/4"=1'-0"

N

HISTORIC CITY HALL WINDOW RESTORATION

BUTLER, ROSENBURY & PARTNERS, INC. 13040.SIDE

ISSUE DATE: September 26, 2013

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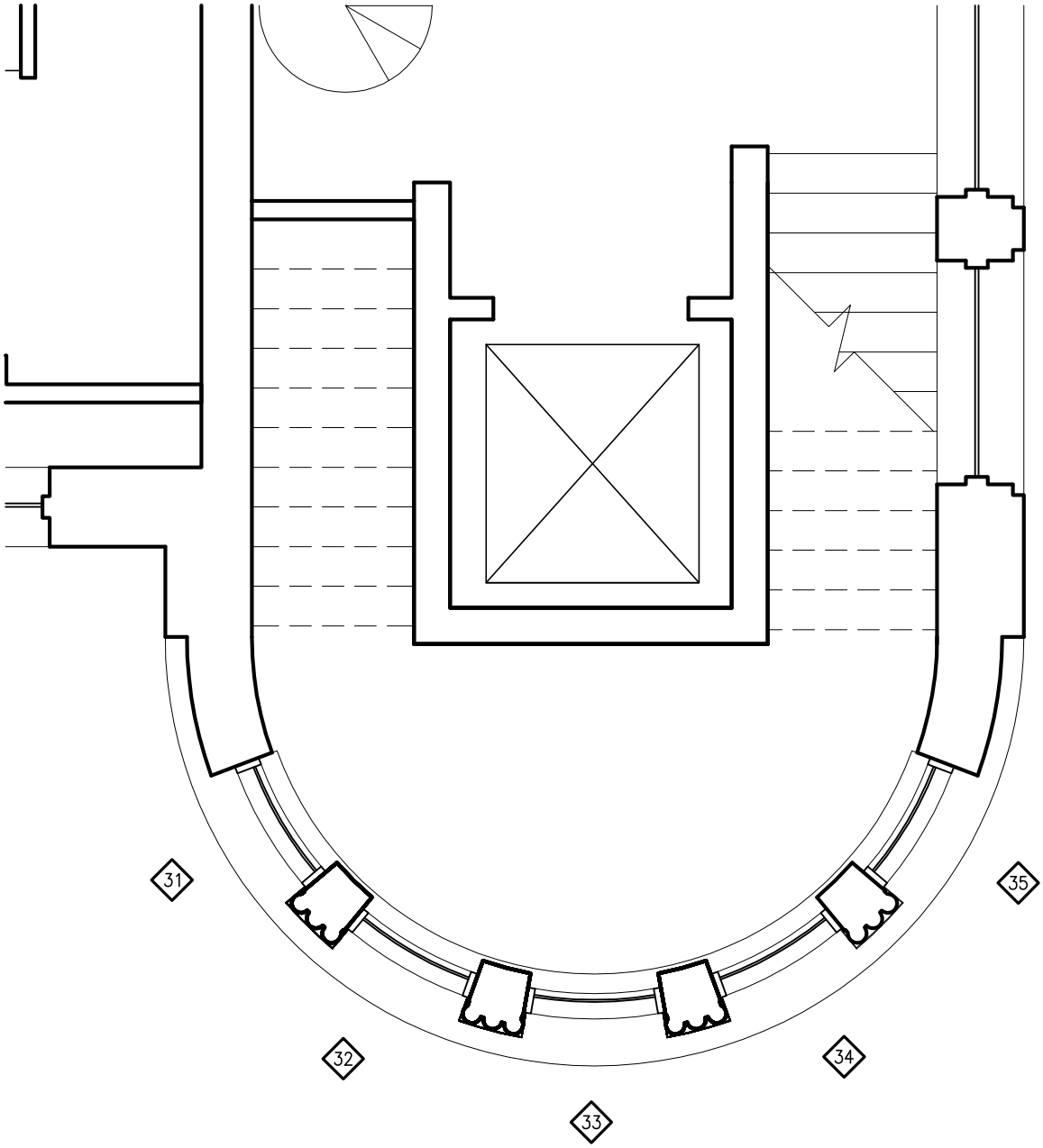

1 PARTIAL PLAN AT SECOND/THIRD LANDING

SCALE : 1/4"=1'-0"

N

HISTORIC CITY HALL WINDOW RESTORATION

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ISSUE DATE: September 26, 2013

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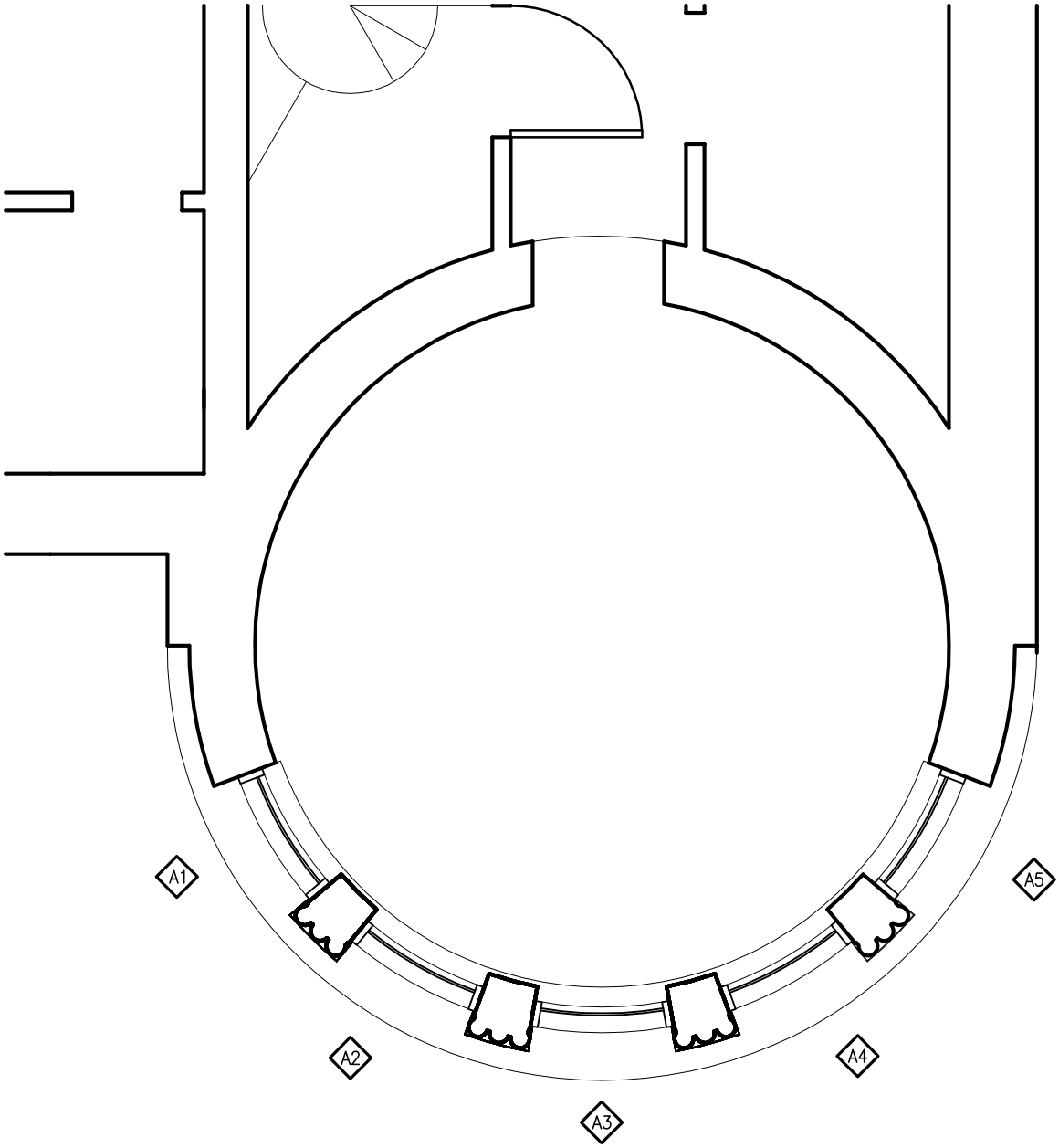

1 PARTIAL PLAN AT ELEVATOR MACHINE ROOM

SCALE : 1/4"=1'-0"

N

HISTORIC CITY HALL WINDOW RESTORATION

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ISSUE DATE: September 26, 2013

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WINDOW OBSERVATIONS AND SCOPE OF WORK

CATEGORY	WINDOW #	WIN. TYPE	FRAME COND.	SILL COND.	UPPER SASH	LOWER SASH	HARDWARE COND.	OVERALL COND.	REMARKS	SCOPE
ALTERNATE 1	B1	W1	FAIR	FAIR	N/A	GOOD	FAIR	FAIR	–	B,D,E,F,G,J,L
	B2	W1	FAIR	FAIR	N/A	GOOD	FAIR	FAIR	–	B,D,E,F,G,J,L
	B3	W1	FAIR	FAIR	N/A	GOOD	FAIR	FAIR	–	B,D,E,F,G,J,L
	B4	W1	FAIR	FAIR	N/A	GOOD	FAIR	FAIR	–	B,D,E,F,G,J,L
	B5	W1	FAIR	FAIR	N/A	GOOD	FAIR	FAIR	–	B,D,E,F,G,J,L
BASE BID	11	W2	GOOD	FAIR	GOOD	FAIR	GOOD	FAIR	1,3	A,D,E,F,G,J
	12	W2	GOOD	GOOD	FAIR	FAIR	GOOD	FAIR	2,3	A,D,E,F,G,J
	13	W2	GOOD	POOR	FAIR	POOR	GOOD	FAIR	1,2,3	A,D,E,F,G,J
	14	W2	GOOD	FAIR	FAIR	FAIR	GOOD	FAIR	1,2,3	A,D,E,F,G,J
	15	W2	GOOD	FAIR	FAIR	FAIR	GOOD	FAIR	1,2,3	A,D,E,F,G,J
	21	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	22	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	23	W3	GOOD	GOOD	POOR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	24	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	25	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	31	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	32	W3	GOOD	FAIR	FAIR	POOR	GOOD	FAIR	1,2,3	A,D,E,F,G,J,K
	33	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	34	W3	GOOD	GOOD	FAIR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
	35	W3	GOOD	GOOD	POOR	POOR	GOOD	FAIR	2,3	A,D,E,F,G,J,K
ALTERNATE 2	A1	W4	GOOD	FAIR	POOR	POOR	N/A	FAIR	1,2,3	C,D,E,F,G,H
	A2	W4	GOOD	GOOD	FAIR	POOR	N/A	FAIR	2,3	C,D,E,F,G,H
	A3	W4	GOOD	GOOD	FAIR	POOR	N/A	FAIR	2,3	C,D,E,F,G,H
	A4	W4	GOOD	FAIR	FAIR	POOR	N/A	FAIR	1,2,3	C,D,E,F,G,H
	A5	W4	GOOD	GOOD	FAIR	POOR	N/A	FAIR	2,3	C,D,E,F,G,H

REMARKS
1. SILL LOOSE/ROTTEN.
2. UPPER SASH LOOSE/ROTTEN.
3. LOWER SASH LOOSE/ROTTEN.

SCOPE
A. PROVIDE THE SCOPE OF WORK PER THE BASE BID AND ALLOWANCE #1. ALLOWANCE SHALL BE INCLUDED IN THE BASE BID.
B. PROVIDE THE SCOPE OF WORK AS PART OF ALTERNATE #1 AND ALLOWANCE #2. ALLOWANCE SHALL BE INCLUDED IN THE ALTERNATE AMOUNT.
C. PROVIDE THE SCOPE OF WORK AS PART OF ALTERNATE #2 AND ALLOWANCE #3. ALLOWANCE SHALL BE INCLUDED IN THE ALTERNATE AMOUNT.
D. PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 079200 – JOINT SEALANTS.
E. PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 080152.93 – HISTORIC TREATMENT OF WOOD WINDOWS.
F. PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 088000 – GLAZING.
G. PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 099113 – EXTERIOR PAINTING.
H. PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 099123 – INTERIOR PAINTING.
J. PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 099300 – STAINING AND TRANSPARENT FINISHING.
K. REPLICATE AND INSTALL A NEW INTERIOR WOOD SILL PER SECTION 080152.93 – HISTORIC TREATMENT OF WOOD WINDOWS AND SECTION 099300 AND TRANSPARENT FINISHING.
L. REMOVE THE PAINT FROM THE INTERIOR TRIM AND PROVIDE THE SCOPE OF WORK DEFINED BY SECTION 099300 – STAINING AND TRANSPARENT F TO THE EXISTING TRIM.

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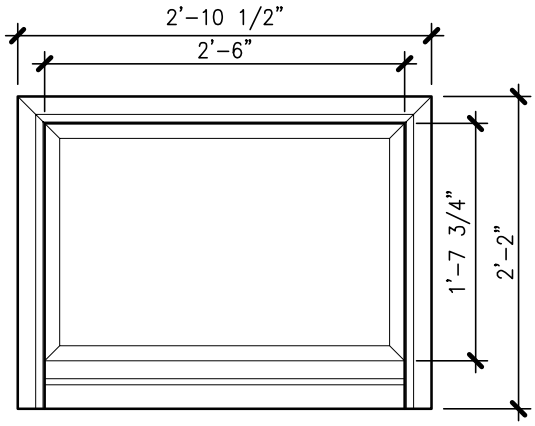
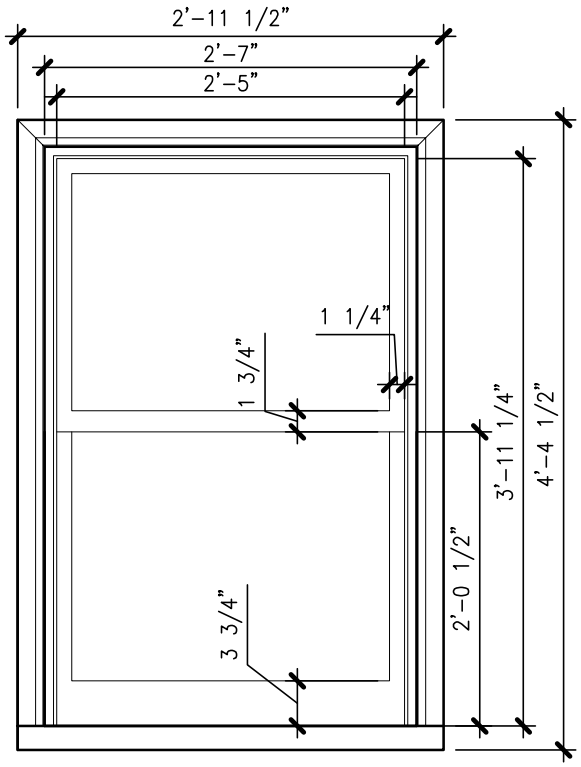


W1
SIDE-HINGED OPEN-IN SASH
CURVED FRAME WITH BENT GLASS
ALL DIMENSIONS ARE +/-

W1 WINDOW TYPE W1 AT BASEMENT LEVEL

SCALE : 3/4"=1'-0"



W2
DOUBLE HUNG WINDOW
CURVED FRAME WITH BENT GLASS
FIX UPPER SASH IN PLACE
ALL DIMENSIONS ARE +/-

W2 WINDOW TYPE W2 AT FIRST/BASEMENT

SCALE : 3/4"=1'-0"

HISTORIC CITY HALL WINDOW RESTORATION

BUTLER, ROSENBURY & PARTNERS, INC. 13040.SIDE

ISSUE DATE: September 26, 2013
CHRISTOPHER MICHAEL SWAN,MO LIC. # A-200700985

A1.6

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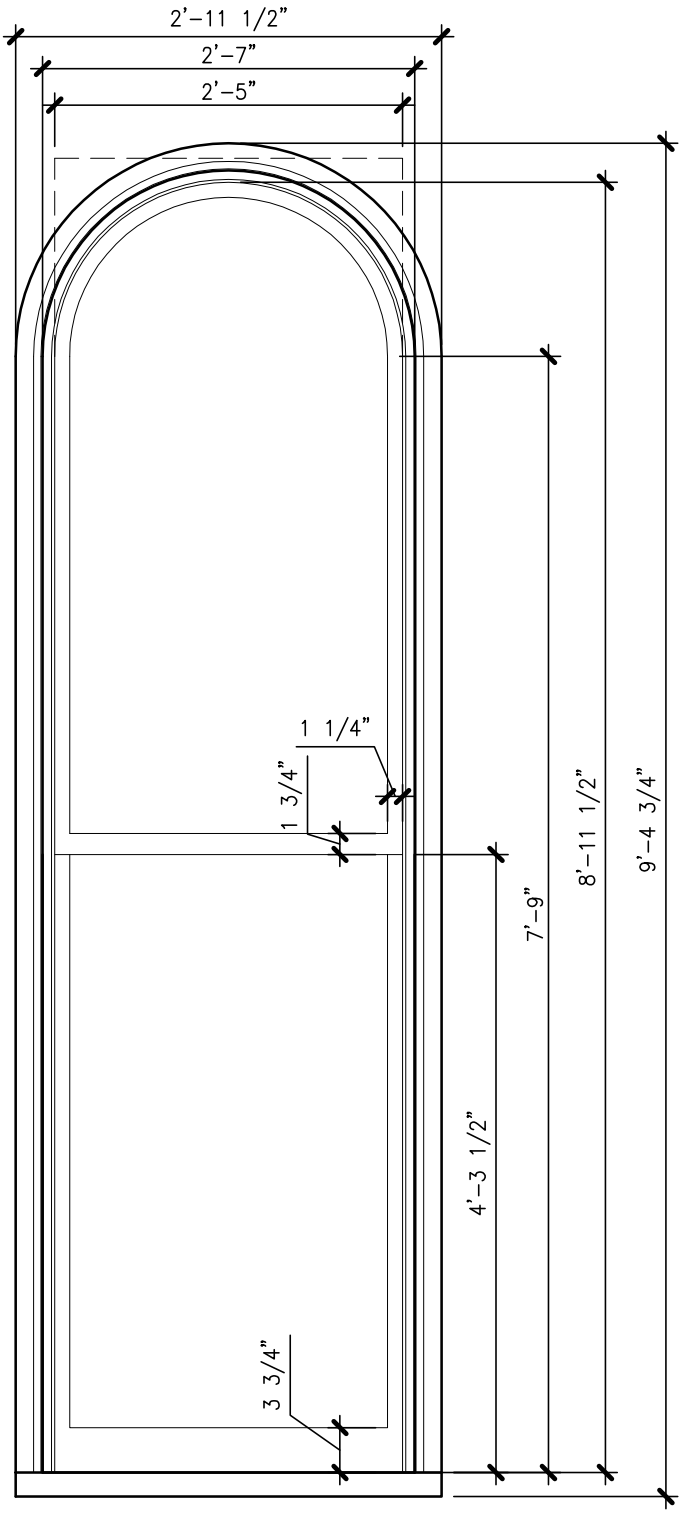

W3
DOUBLE HUNG WINDOW
CURVED FRAME WITH BENT GLASS
FIX UPPER SASH IN PLACE
ALL DIMENSIONS ARE +/-

W3 WINDOW TYPE W3 AT FIRST/SECOND AND SECOND/THIRD

SCALE : 3/4"=1'-0"

HISTORIC CITY HALL WINDOW RESTORATION

BUTLER, ROSENBURY & PARTNERS, INC. 13040.SIDE

ISSUE DATE: September 26, 2013

CHRISTOPHER MICHAEL SWAN,MO LIC. # A-200700985

A1.7

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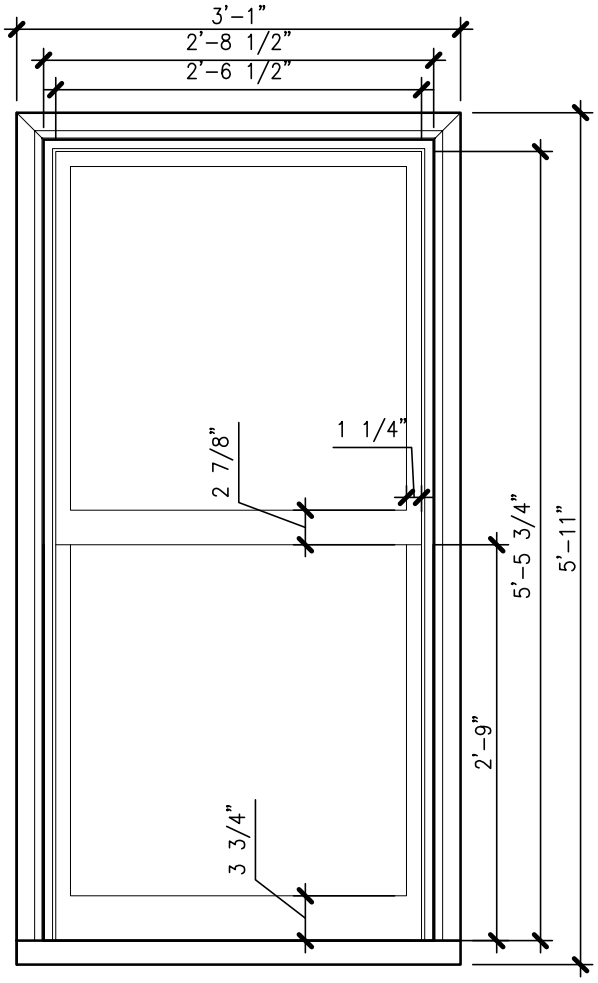

W4
DOUBLE HUNG WINDOW
CURVED FRAME WITH BENT GLASS
FIX UPPER SASH IN PLACE
ALL DIMENSIONS ARE +/-

W4 WINDOW TYPE W4 AT ELEVATOR MACHINE ROOM

SCALE : 3/4"=1'-0"

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INSTRUCTIONS

FLEXIBLE EPOXY PATCH 200, S200 & W200

ConServ 200 FLEXIBLE EPOXY PATCH is a non-structural epoxy system for filling cavities, voids and surface imperfections in wood. **S200** is an extra slow curing version designed for hot weather. **W200** is fast curing for cold weather or just a quicker cure. **ConServ 200** is flexible enough to withstand some of the ongoing expansion and contraction of wood. It is easily tooled, carved, planed, drilled or sanded. It will accept nails & screws, and can be painted or stained solid. Applications include windows & doors, railings & balustrades, trim & siding, logs & timbers, & ornamental components.

NOTICE: Labels & literature are ***color coded*** for proper identification. ***Please*** take time to acquaint yourself with ***all*** labels, instructions & precautions ***before*** mixing. View instructional videos at www.conservepoxy.com. Due to the variety of uses, methods of application & types of conditions, results of this product cannot be anticipated. No warranty is written or implied.

WOOD PREPARATION normally involves removing most of the loose and soft decay close to good wood prior to applying epoxy consolidant **100** or **W100**. Wood to be epoxied should be ***clean & dry*** with moisture content below 20%. Areas to be filled with Epoxy Patch **200** should be ***primed*** using **ConServ 100** or **W100** so the patch adheres to stabilized wood.

MIXING EPOXY: **Put the A resin can on ice** & keep in shade to slow the curing process & increase pot life. ***This is especially important for large batches which cure faster.*** Pour the contents of bottle B (curing agent) into container A (epoxy resin). Blend ***thoroughly*** for three minutes by hand with a firm flat stick or use a power mixer. Blend in the entire bag C (brown filler) with stick or mixer. Slowly add D (white thickener) ***as needed*** to achieve the desired consistency. If you intend to use less than a full set, the preferred method is to break down components A & B into sets of equal parts & return A into metal cans & B into plastic bottles. Filler C should be broken down to approx. equal parts by vol. or wt. Thickener D can be left in bag & used as needed with each batch. A simple break down video is on our website. Or, see the Technical Data sheet for more options.

CAUTION: Stored Resin (A) may ***crystallize*** in cool temperatures causing a white waxy substance to form on the bottom of the can. This condition can easily be corrected & ***does not*** in any way alter or inhibit the effectiveness of the epoxy. ***Dissolve*** by gradually warming in direct sun, use a hair dryer, heat gun or carefully place the A can in boiling water or a double boiler and stir gently until the material is almost clear. **Do not over heat.** Allow epoxy to regain normal room temperature before using. Large quantities of mixed epoxy will generate heat in 5 to 10 minutes. ***To prolong pot life divide mixed epoxy into smaller quantities and put cans on ice or use immediately***. This is important with **200** & more important with **W200**.

APPLYING THE PATCH is best done in temp. range of 50º-90ºF. When temp. is out of range, special accommodations are required to increase the cure rate in cold temps. (use **W200**) or decrease cure rate in warm temps. (use **S200**). If possible, avoid applying epoxy in direct sunlight or rain. Preferably use a wet on wet application over the **ConServ 100** consolidant for the best chemical bond, but **200** patch can be applied after the **100** has cured. The **ConServ Mini Hawk 900-MH** is a convenient way to handle the epoxy patch. Plastic putty knives are good tools for applying the epoxy. Two sizes of empty caulk tubes are available to load with patch for specific applications. Fill large voids (over 1.5" deep) in layers. Allow a day to cure between applications unless working in large timber, using wood filler pcs. or if temps. are cool. This will keep the epoxy from curing too fast. Cover treated areas with poly wrapped/tented over work to keep warm & dry until epoxy has set.

CURING: ConServ 200 Patch cures in 1½-3 days, **S200** in 3-5 days & **W200** in 1-2 days at 72º F or room temp. Temperature is the determining factor. Heat will cause epoxy to cure faster and cool temperatures will slow down the cure.

CLEAN-UP AND STORAGE: ConServ 200 series epoxy patch has a one year shelf life stored at room temperature in closed containers. Tools may be wiped clean with dry paper towels before full cure. Deposit paper towels and containers in a plastic bag and discard with trash for incineration. White vinegar will soften cured epoxy on tools or equipment if soaked for an extended period of time. Acetone softens the epoxy, which can then be easily removed. Methylene chloride will work but should be avoided due to its toxicity.

EPOXY SAFETY is a function of common sense and good housekeeping. ***Wear disposable nitrile or latex gloves, eye protection, and old clothing.*** Don't get epoxy on your skin or clothes. Work with good ventilation.

(See reverse side for TECHNICAL DATA)

Revised 07-2013

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TECHNICAL DATA

FLEXIBLE EPOXY PATCH 200, S200 & W200

ConServ 200 FLEXIBLE EPOXY PATCH is a non-structural epoxy system for filling cavities, voids and surface imperfections in wood. **S200** is an extra slow curing version designed for hot weather. **W200** is fast curing for cold weather or just a quicker cure. **ConServ 200** is flexible enough to withstand most of the ongoing expansion and contraction of the wood. It is easily tooled, carved, planed, drilled and sanded. It will even accept nails and screws, and can be painted or stained with a solid stain. This material is often used on window and door elements, railings and balustrades, trim and siding, logs and timbers, and ornamental components.

MEASURING EPOXY: Breakdown Video shows one method, or by volume and weight as follows:

	By Volume	By Weight
200	ratio of 3.25 A : 1 B	ratio of 3.5 A : 1 B
S200	ratio of 4 A : 1 B	ratio of 4.5 A : 1 B
W200	ratio of 3 A : 1 B	ratio of 3 A : 1 B

Gauge the amount of C accordingly or use ratio 1 A & B : 1.4 C by vol. or 7.89 A & B : 1 C by wt.

CURE SCHEDULE

Pot life **200**	6 fl oz - approx. 1-2 hrs. @ 72º F
Gel time	6 fl oz - approx. 8-16 hrs. @ 72º F
Final cure	1½ -3 days @ 72º F (approx. 75% cured)
Pot life **S200**	6 fl oz - approx. 3-5 hrs. @ 72º F
Gel time	6 fl oz - approx. 16-48 hrs. @ 72º F
Final cure	3-5 days @ 72º F (approx. 75% cured)
Pot life **W200**	6 fl oz - approx. 30-60 min. @ 72º F
Gel time	6 fl oz - approx. 4-12 hrs. @ 72º F
Final cure	1-2 days @ 72º F (approx. 75% cured)

DO NOT use below 50º F.
AVOID exposure to intense sunlight until final cure is complete.

PROPERTIES

Color	Reddish brown (may be tinted with dry mortar colorant)
Viscosity	Consistency @ 72º F of mayonnaise -to- stiff mashed potatoes (depending on amount of thickener used)
Operating range	-30º F to 100º F
Mixing Temp. range	50º F to 90º F
Shelf life	1 year in unopened original containers

PACKAGING & YIELD

ConServ 200, **S200** and **W200** are supplied in ¾ gallon, 3/8 gallon, ¾ quart, ¾ pint, 3/8 pint and 3 fl oz quantities. Yield is equivalent to the set size purchased. Maximum use of fillers and thickeners supplied will produce the amount indicated.

(See reverse side for INSTRUCTIONS)

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INSTRUCTIONS

FLEXIBLE EPOXY CONSOLIDANT 100 & W100

ConServ 100 FLEXIBLE EPOXY CONSOLIDANT is a non-structural, slow curing, low viscosity epoxy system designed for saturating and encapsulating wood decay, or priming damaged areas. **W100** is a faster curing version designed especially for cold weather applications. The properties are ideally suited for consolidating and stabilizing pockets of wood decay, checks, fissures and other surface imperfections likely to sustain damage due to exposure, infestation or minor charring from fire damage. Applications include end grain, window and door sills, sash, jambs, trim, siding, porch elements, stairs, framing, and log and timber elements. Use as a stabilizing primer for **ConServ 200** Flexible Epoxy Patch.

NOTICE: Labels & literature are ***color coded*** for proper identification. ***Please*** take time to acquaint yourself with ***all*** labels, instructions & precautions ***before*** mixing. View instructional videos at www.conservepoxy.com. Due to the variety of uses, methods of application & types of conditions, results of this product cannot be anticipated. No warranty is written or implied.

WOOD PREPARATION normally involves removing most of the loose and soft decay close to good wood prior to the application of the epoxy consolidant. If serious decay exists and if possible, drill 1/8" to 3/8" holes close together in the decay zone to provide for better penetration. Wood to be consolidated should be ***clean*** and ***dry*** with a moisture content below 20%.

MIXING EPOXY: ***Put the A resin can on ice*** & keep in shade to slow the curing process and increase pot life. ***This is recommended for the 100, but especially important for the W100 or either in large batches which cure faster.*** Pour the contents of bottle B (curing agent) into container A (epoxy resin). Blend ***thoroughly*** for three minutes by hand with a firm flat stick or use a power mixer. If you intend to use less than a full set, the preferred method is to break down components A & B into sets of equal parts & return A into metal cans & B into plastic bottles. A simple break down video is on our website. Or, see the Technical Data sheet for more options.

CAUTION: Stored Resin (A) may ***crystallize*** in cool temp. causing a white ***waxy*** substance to form on the bottom of the can. This condition can easily be corrected & ***does not*** in any way alter or inhibit the effectiveness of the epoxy. ***Dissolve*** by gradually warming in direct sun, use a hair dryer, heat gun or carefully place the A can in boiling water or a double boiler and stir gently until the material is almost clear. **Do not over heat.** Allow epoxy to regain normal room temperature before using.

APPLYING CONSOLIDANT is best done in temperature range of 50º-90ºF. When temperature is out of range, special accommodations are required to increase the rate of cure for colder conditions (use **W100**). Our original 100 formula is our slowest curing product, so it ***can*** be used in warmer temperatures, but if possible, avoid applying epoxy in direct sunlight with extremely hot weather, or rain. Apply **100** by funneling into a narrow mouth bottle capped with a spout for squirting & pouring, to ***saturate*** areas like checks and fissures. Or brush on directly from the can or a wide mouth bottle. Spraying is only recommended for professionals. Consolidate repeatedly until the wood glosses over and accepts no more epoxy. Remember, the objective is ***deep penetration*** to encapsulate and stabilize any remaining decay. Protect treated areas using poly wrapped/ tented over work to keep materials warm & dry until epoxy has set. Protect unaffected areas from overspray or spills.

CURING: ConServ 100 Consolidant cures in 3-5 days, and **W100** in 2-3 days at 72º F or room temperature. The **100** cures slowly in hot weather and **W100** cures slow enough in cold for maximum penetration. Heat causes epoxy to cure faster. Before applying **ConServ 200 Patch**, **consolidants *need not*** be fully cured. Apply **200** immediately (preferred) or at a later date.

CLEAN-UP AND STORAGE: ConServ 100 series epoxy consolidant has a one year shelf life when stored at room temperature in closed containers. Tools may be wiped clean with dry paper towels before full cure. Deposit paper towels and containers in a plastic bag and discard with trash for incineration. White vinegar will soften cured epoxy on tools or equipment if allowed to soak for an extended period of time. Acetone, Methylene chloride and MEK softens the epoxy for easy removal, but should be avoided due to their toxicity.

EPOXY SAFETY is a function of common sense and good housekeeping. ***Wear disposable nitrile or latex gloves, eye protection, and old clothing.*** Don't get epoxy on your skin or clothes. Work with good ventilation.

(see reverse side for TECHNICAL DATA)

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TECHNICAL DATA

FLEXIBLE EPOXY CONSOLIDANT 100 & W100

ConServ 100 FLEXIBLE EPOXY CONSOLIDANT is a non-structural, slow curing, low viscosity epoxy system designed for saturating and encapsulating wood decay, or priming damaged areas. **W100** is a faster curing version designed especially for cold weather applications. The properties are ideally suited for consolidating and stabilizing pockets of wood decay, checks, fissures and other surface imperfections likely to sustain damage due to exposure, infestation or minor charring from fire damage. Applications include end grain, window and door sills, sash, jambs, trim, siding, porch elements, stairs, framing, and log and timber elements. Use as a stabilizing primer for **ConServ 200** Flexible Epoxy Patch.

MEASURING EPOXY: Breakdown Video shows one method, or by volume and weight as follows:

	By Volume	By Weight
100	ratio of 4 A : 1 B	ratio of 4.5 A : 1 B
W100	ratio of 3.25 A : 1 B	ratio of 3.5 A : 1 B

CURE SCHEDULE

Pot life **100**	4 fl oz - approx. 4-6 hrs. @ 72º F
Gel time	4 fl oz - approx. 1½-3 days @ 72º F
Final cure	3-5 days @ 72º F (approx. 75% cured)
Pot life **W100**	4 fl oz - approx. 1-2 hrs. @ 72º F
Gel time	4 fl oz - approx. 12-24 hrs. @ 72º F
Final cure	2-3 days @ 72º F (approx. 75% cured)

DO NOT use below 50º F.
AVOID exposure to intense sunlight until final cure is complete.

PROPERTIES

Color	Clear
Viscosity	Consistency of vegetable oil @ 72º F
Operating range	-30º F to 160º F
Mixing temp. range	50º F to 90º F
Shelf life	1 year in unopened original containers

PACKAGING & YIELD

ConServ 100 & **W100** are supplied in ½ gallon, 1 quart, 1 pint, ½ pint, ¼ pint and 2 fl oz quantities. ***Coverage is variable*** depending on the extent of the decay and subsequent degree of saturation. Sufficient saturation to stabilize the damaged material is imperative for proper protection and preparation for the **ConServ 200** patch.

(See reverse side for INSTRUCTIONS)

Revised 07-2013

LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

WALNUT STREET URBAN CONSERVATION DISTRICT – EAST

DATE: September 25, 2013

PROPOSAL:

1. On the east side of the house, remove an existing garage door, concrete walls and driveway to the basement and replace with a concrete block wall and window. Also, fill in the driveway area between the sidewalk and new basement wall.
2. Add a new deck or back porch area
3. Relocate an existing back door to another window area
4. Repair or replace the walkway to the house
5. Cantilever out where the existing back door is located and add vertical siding and paint to match brick.
6. Repair the front porch

BACKGROUND:

LOCATION: 1485 E. Walnut Street

APPLICANT: Dottie Clements c/o Tammy Seiferd (under contract)

RECOMMENDATION:

The Landmarks Board will need to determine whether the proposed removal of the garage door and driveway to the basement is considered a removal of a significant historical feature. Staff recommends that the other work items be **tabled** until additional information can be provided.

FINDINGS:

1. The house at 1485 E. Walnut Street is a contributing structure in the Walnut Street National Historic District.

2. The proposed change to the basement garage will not be easily viewable from Walnut Street.

3. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

4. The other proposed items do not appear to have enough detailed information as required by the application.

STAFF CONTACT:
Daniel Neal
Senior Planner
864-1036

ATTACHMENT A
BACKGROUND REPORT
1485 E. Walnut Street

APPLICANT'S PROPOSAL:

The applicant is proposing to remove an existing garage/basement door, concrete walls and driveway to the basement and replace with a concrete block wall and window. Also, proposing to fill in the driveway area between the sidewalk and new basement wall (see Exhibit B).

STAFF COMMENTS:

1. The Walnut Street Design Guidelines state that the applicant should consider locating additions at rear or side of structure, out of view of the street. Staff has concluded that significant exterior changes would follow the same considerations. The proposed garage/basement door changes do not appear to be easily visible from Walnut Street; however, the proposed work will significantly change the view from Weller Avenue where the garage/basement door and driveway front. Staff has attached for review the Secretary of Interiors Standards for Rehabilitation for preserving historic sites and their features.

2. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. The proposed concrete block wall and window will be distinguishable from the existing concrete foundation.

3. The Secretary of Interior Standards for Rehabilitation state that the historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided. Since the basement is having water issues, it seems reasonable to remove the garage/basement door. The applicant will want to apply a water resistant membrane to avoid additional moisture issues, though. As stated earlier the view from Walnut Street will remain the same, but the view from Weller Avenue will be impacted.

4. The applicant did not provide many additional details on the other work items and staff is requesting to table those requests, but if additional information is provided at the meeting, then the board can make an alternate decision.

5. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the Walnut Street UCD, Zoning Ordinance and Building Code shall apply.

ATTACHMENT B
DESIGN STANDARDS & GUIDELINES
1485 E. Walnut Street

PERTINENT SECRETARY OF THE INTERIOR'S STANDARDS (FOR REHABILITATION)

2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

PERTINENT WALNUT STREET DESIGN GUIDELINES

NEW ADDITIONS:

<u>The Applicant Should Consider:</u>

1. Locating additions at rear or side of structure, out of view of the street.
2. Using a design that is sympathetic to the original structure but contemporary in spirit.
3. Using building materials and decorative treatments that are compatible with the historic structure.
4. Designing the addition so as to prevent removal of historic elements on the principal structure.

<u>The Applicant Should Avoid:</u>

1. Constructing additions that overpower the existing structure.
2. Constructing an addition on the principal elevation(s).
3. Constructing additions with false historic appearance.
4. Altering the existing historic roofline to accommodate an addition.

(See also specific appropriate headings: Roofs, Siding, Trim, Doors, Windows, etc.)

WINDOWS:

<u>The Applicant Should Consider:</u>

1. Retaining all original windows in place.
2. Repairing the original window or, if not feasible,

3. Replacing the window in kind, recognizing the importance of sash type, size, muntins, mullions, and glass.
4. Using interior or exterior storm windows that match size, meeting rails, and heads of the original windows.
5. Using clear glass.
6. Installing “greenhouse” windows and skylights on side and rear elevations.

The Applicant Should Avoid:

1. Altering the size or type of windows.
2. Changing the location of windows.
3. Partially or wholly blocking windows.
4. Using glass that isn’t clear unless colored or stained glass is historically documented or appropriate.
5. Installing “greenhouse” windows and skylights on principal elevations.

DOORS:

The Applicant Should Consider:

1. Retaining all elements of all historic doors including, but not limited to, sidelights, transoms, glazed areas, trim, hardware, knobs, knockers and bells.
2. Repairing the historic doors or, if not feasible,
3. Replacing historic doors in kind.

The Applicant Should Avoid:

1. Altering the size, type or style of doors.
2. Changing the location of doors.
3. Adding new doorways on principal elevations.

ORDINANCE REVIEW

In addition, General Ordinance No. 3549 & 3560, which created the Walnut Street Urban Conservation district-East states:

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Urban Conservation District (UCD) or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
1485 E. Walnut Street

ARCHITECTURAL SIGNIFICANCE:

1. Built by Guy Reed, a grocer by trade, between 1926-1927. The house is a Colonial Revival with a concrete foundation, gabled roof and brick veneer exterior. The eaves project on the gabled roof house with a moulded cornice. There are jerkinheads on each of the gables. At the gable corners are notable cornice returns. The face of the gable is covered with stucco. The facade is three bay with flat arch lintels at the openings. The windows are six over six light sash doubled at each bay. Centered over the entrance is a covered portico on an otherwise open porch. The porch roof is gabled with a jerkinhead roof at the apex. The face of the pediment is stucco. The entablature is notably broad with round wooden columns with Tuscan capitals supporting it. The porch itself is of brick. Around the house is a watertable of vertically placed stretcher brick.

site

Identify Protect Repair Replace Missing feature Alterations/Additions

Identify, Retain and Preserve

RECOMMENDED

Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments; water features including fountains, streams, pools, or lakes; and subsurface archeological features which are important in defining the history of the site.

The historic building site shown is important to the overall character of the property because of its design and materials, which include the iron fence along the sidewalk, the curved walk leading to the porch, and the various plantings. If the front yard were to be converted to off-street parking, this character would be drastically changed. Photo: NPS files.

Retaining the historic relationship between buildings and the landscape.

NOT RECOMMENDED

Removing or radically changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.

Removing or relocating buildings or landscape features, thus destroying the historic relationship between buildings and the landscape.

Removing or relocating historic buildings on a site or in a complex of related historic structures--such as a mill complex or farm--thus diminishing the historic character of the site or complex.

Moving buildings onto the site, thus creating a false historical appearance.

Radically changing the grade level of the site. For example, changing the grade adjacent to a building to permit development of a formerly below-grade area that would drastically

-GUIDELINES-

The Approach

Exterior Materials
Masonry
Wood
Architectural Metals

Exterior Features
Roofs
Windows
Entrances + Porches
Storefronts

Interior Features
Structural System
Spaces/Features/Finishes
Mechanical Systems

Site

Setting

Special Requirements
Energy Efficiency
New Additions
Accessibility
Health + Safety

THE STANDARDS

change the historic relationship of the building to its site.

top

Protect and Maintain

RECOMMENDED

Protecting and maintaining buildings and the site by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape.

Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archeological resources.

Surveying and documenting areas where the terrain will be altered to determine the potential impact to important landscape features or archeological resources.

Protecting, e.g., preserving in place important archeological resources.

Planning and carrying out any necessary investigation using professional archeologists and modern archeological methods when preservation in place is not feasible.

This archeological investigation was carried out using professional archeologists and modern archeological methods. Photo: NPS files.

Preserving important landscape features, including ongoing maintenance of historic plant material.

Protecting the building and landscape features against arson and vandalism before rehabilitation work begins, i.e., erecting protective fencing and installing alarm systems that are keyed into local protection agencies.

Providing continued protection of historic building materials and plant features through appropriate cleaning, rust removal, limited paint removal, and re-application of protective coating systems; and pruning and vegetation management.

Evaluating the overall condition of the materials and features of the property to determine whether more than protection and maintenance are required, that is, if repairs to building and site features will be necessary.

NOT RECOMMENDED

Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly.

Introducing heavy machinery into areas where it may disturb or damage important landscape features or archeological resources.

Failing to survey the building site prior to the beginning of rehabilitation work which results in damage to, or destruction of, important landscape features or archeological resources.

The landscape and landscape features around a historic building are often important aspects of its character or that of the historic district in which it is located. In preparation for a project that involved re-development of the site for low-rise apartments, the surviving landscape features--both plant materials and architectural elements--were destroyed. Photo: NPS files.

Leaving known archeological material unprotected so that it is damaged during rehabilitation work.

Permitting unqualified personnel to perform data recovery on archeological resources so that improper methodology results in the loss of important archeological material.

Allowing important landscape features to be lost or damaged due to a lack of maintenance.

Permitting the property to remain unprotected so that the building and landscape features or archeological resources are damaged or destroyed.

Removing or destroying features from the building or site such as wood siding, iron fencing, masonry balustrades, or plant material.

Failing to provide adequate protection of materials on a cyclical basis so that deterioration of building and site features results.

Failing to undertake adequate measures to assure the protection of building and site features.

top

Repair

RECOMMENDED

Repairing features of the building and site by reinforcing historic materials.

NOT RECOMMENDED

Replacing an entire feature of the building or site such as a fence, walkway, or driveway when repair of materials and limited compatible replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building or site feature or that is physically or chemically incompatible.

top

Replace

RECOMMENDED

Replacing in kind an entire feature of the building or site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include an entrance or porch, walkway, or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Replacing deteriorated or damaged landscape features in kind.

As part of a rehabilitation project, the deteriorated limestone walkways are being replaced in kind. Photo: NPS files.

NOT RECOMMENDED

Removing a feature of the building or site that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Adding conjectural landscape features to the site such as period reproduction lamps, fences, fountains, or vegetation that are historically inappropriate, thus creating a false sense of historic development.

top

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Design for the Replacement of Missing Historic Features

RECOMMENDED

Designing and constructing a new feature of a building or site when the historic feature is completely missing, such as an outbuilding, terrace, or driveway. It may be based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building and site.

NOT RECOMMENDED

Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new building or site feature that is out of scale or of an otherwise inappropriate design.

Introducing a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.

top

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Alterations/Additions for the New Use

RECOMMENDED

Designing new onsite parking, loading docks, or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of historic relationship between the building or buildings and the landscape.

This large new parking lot has destroyed distinctive site features in the process. Photo: NPS files.

Designing new exterior additions to historic buildings or adjacent new construction which is compatible with the historic character of the site and which preserves the historic relationship between the building or buildings and the landscape.

Removing non-significant buildings, additions, or site features which detract from the historic character of the site.

NOT RECOMMENDED

Locating any new construction on the building site in a location which contains important landscape features or open space, for example removing a lawn and walkway and installing a parking lot.

Placing parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or landscape features, or be intrusive to the building site.

Introducing new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color, and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Removing a historic building in a complex of buildings; or removing a building feature, or a landscape feature which is important in defining the historic character of the site

CITY of SPRINGFIELD

Office Use Only
Date Filed: _____
Received By: _____
Review:
☐ Administrative
☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

Dottie J. Clements — 9/17/13

Please type or print name(s) clearly:

Dottie J Clements

CITY of SPRINGFIELD

Office Use Only
Date Filed: _____
Received By: _____
Review:
☐ Administrative
☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

The applicant seeks to show the following.

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THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

Tammie Seiferd — 9/17/13

Please type or print name(s) clearly:

Tammie Seiferd

Exhibit A.

Request for Certificate of Appropriateness

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5–8.

1. PROPERTY ADDRESS:

1485 E. Walnut

2. APPLICANT:

Name(s): Tammie Seiferd (have under contract)

If corporation: Corporate official: _____ *(corporate seal)*

Mailing address: 3701 Southern Hills Dr. Niva Zip Code: 65714

Telephone number: 417-880-1224 Fax number: _____

e-mail: Ozarkmom @ gmail .com

3. AUTHORIZED REPRESENTATIVE: *(The representative should have the authority to commit the applicant to changes that may be suggested by the Board).*

Name: _____ Signature: _____

Address: _____ Telephone: _____ Fax: _____

e-mail: _____

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)*

Date of discussion: 9/18/13 (Jeff Volkmer)

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: *(Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)*

- ☐ Addition (1, 2, 3, 7)
- ☐ Awnings (2, 3, 4 or 5, 6)
- ☐ Building Relocation (1, 2, 3, 7)
- ☒ Demolition (1, 2, 3, 7)
- ☒ Door (2, 3, 4 or 5, 6)
- ☐ Fence (1, 2, 3, 5)
- ☐ Guttering (2, 3, 4 or 5, 6)
- ☐ Handicapped Ramp (1, 2, 3)
- ☐ New Construction (1, 2, 3, 7)
- ☐ Parking (1, 3)
- ☒ Porch (1, 2, 3)
- ☐ Retaining Wall (1, 2, 3)
- ☐ Roof-New (3, 4 or 5, 7)
- ☐ Re-roof (3, 4)
- ☐ Sidewalk (1, 3)
- ☐ Siding (3, 4 or 5)
- ☐ Sign (1, 2, 3, 6)
- ☒ Window (2, 3, 4 or 5, 6)
- ☐ Archeological Site (1, 3, 8)

☐ Other (Specify) _____

1-Site plans
2-Elevations
3-Photographs
4-Sample of materials to be used ✓
5-Product literature
6-Drawing
7-Exhibit C-Why proposed work should be approved
8-State Historic Preservation Officer Comments

2. DESCRIPTION OF PROPOSED WORK: *(Attach additional pages if necessary.)*

On Weller side of house there is a driveway (very steep) or access to basement (paved) that allows water into the basement. I would like to remove this fill in with dirts (concrete in first w/ blocks) and then finish as the house is currently done. I want to put in short ~~Side~~ windows that would allow egress from the basement. The front porch needs repaired and I would have it repaired but would prefer to patch if possible then use the restore system colored grey to match current. Would like to add a deck or back porch area and want to relocate an existing back door to another window area.

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

* I would like the option to cantilever out 2' where the existing Back door is possibly up to 8'-9" length. I would reside w/ vertical siding and painted to match
* Sidewalk needs to be repaired or replaced. the brick.

Exhibit C.

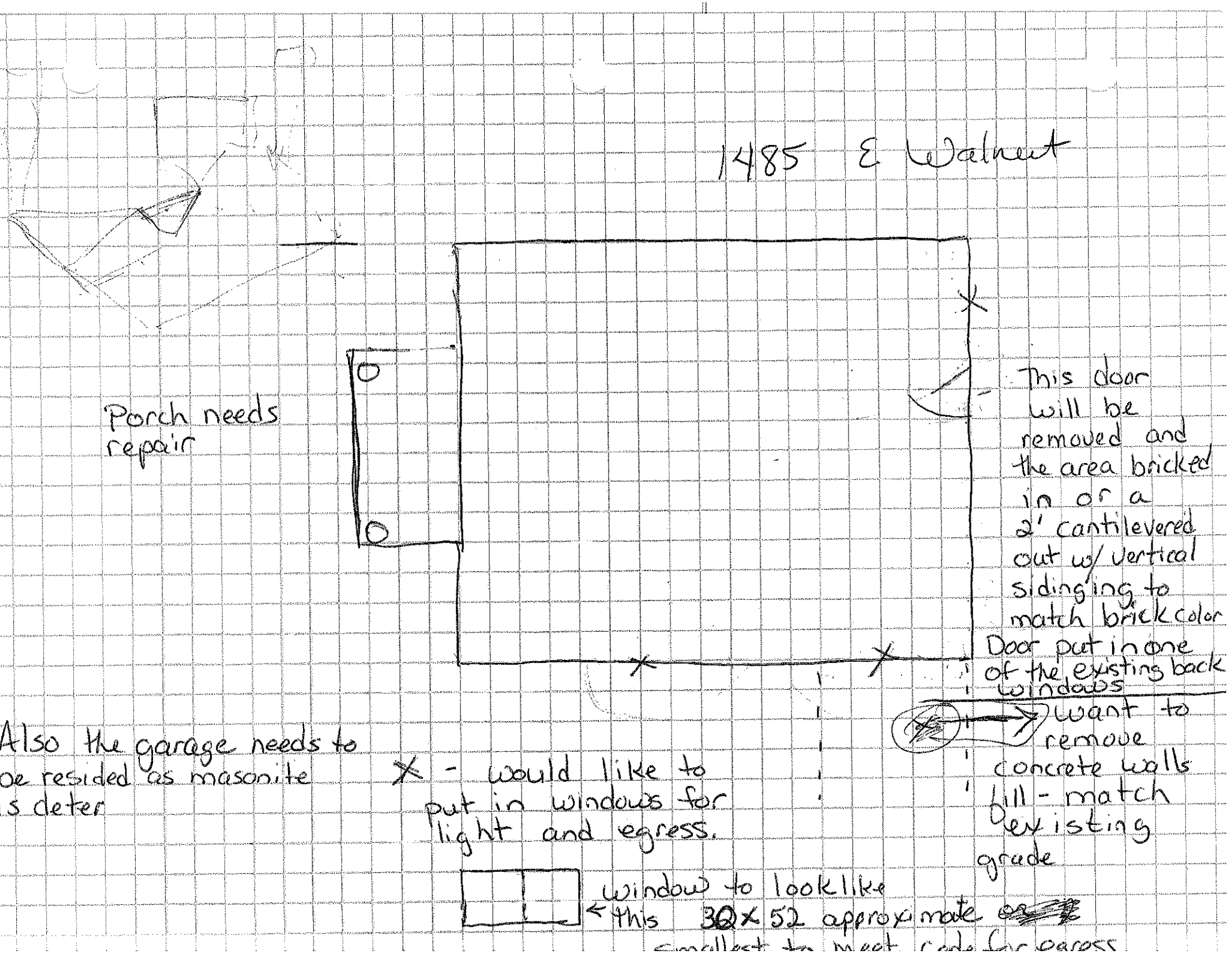
WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

This work makes the home much more livable on the inside. The water issue needs to be fixed as it allows water into the basement. There is a drain there but water still goes over about 1/4 of the basement and this is not good in allowing moisture in the basement.

Nothing proposed will change the front exterior. The porch on the front is crumbling and sidewalk is cracked.


1485 E Walnut
Porch needs repair
This door will be removed and the area bricked in or a 2' cantilevered out w/ vertical siding to match brick color
Door put in one of the existing back windows
want to remove concrete walls fill - match existing grade
Also the garage needs to be resided as masonite is deter
X - would like to put in windows for light and egress.
window to look like this 30 x 52 approximate

Address **383 South Weller Avenue**

Address is approximate

1485 E. Walnut Street

Address **1491 East Walnut Street**

Address is approximate

1485 E. Walnut Street

Address **East Walnut Street / South Weller Avenue**

Address is approximate

1485 E. Walnut Street

NO. HS13- 6

CERTIFICATE OF APPROPRIATENESS
NOTICE OF DECISION

Address: **1455 E. Meadowmere Street**

On September 6, 2013, the Landmarks Board staff found the following to be a matter of fact:

That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance and Building Code.

Based on this finding of fact, the Landmarks Board staff approved the following work item(s):

1. Construction and installation of a new fence and landscaping as shown on attached site plan and drawings.

Approval of these work items does not constitute approval of plans for building code purposes or for rehabilitation tax credits nor does it certify that the zoning is appropriate for the proposed uses.

This certificate expires after six months.

9-6-13

Director
Planning and Development

Date

Greene County, MO

beacon™

Date Created: 9/6/2013

Summary

Parcel ID	881230116005
Alternate ID	
Property Address	1455 E MEADOWMERE ST
Neighborhood	3100
Subdivision	MEADOWMERE ADD
Tax District	(105) SPRINGFIELD R12
School District	(R12) SPRINGFIELD SCHOOL DIST
Living Unit	0
Total RES Living Area	3351
Total COM Living Area	0
Class	Residential
Adjustments	N/A
Book	2011
Page	02062111
Sec/Twp/Rng	30-29N-21W
Brief Tax Description	MEADOWMERE ADD S 34 FT LOT 8 & ALL LOTS 9 TO & INC 13 (Note: Not to be used on legal documents)

Click to Enlarge

Owner

Michels, James D
1455 E MEADOWMERE ST
SPRINGFIELD MO 65804 0259

Land

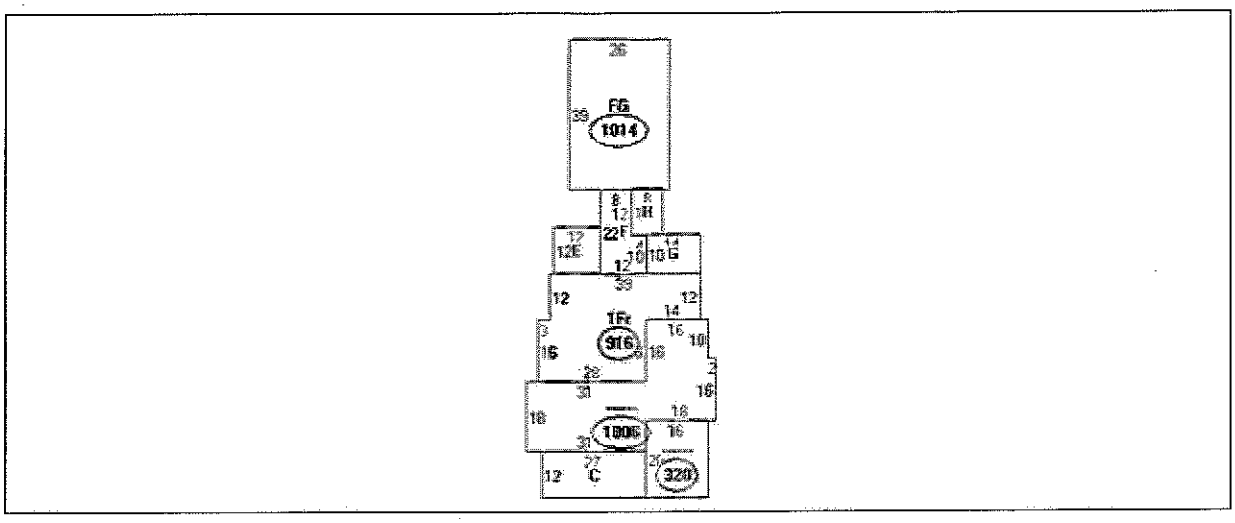
Total Acres:	1.1115

Sales

Date	Book	Page	Instr Type	Sale Type	Grantor	Grantee
6/6/2011	2011	02062111			FOX, STEVEN W	MICHELS, JAMES D
5/4/2000	2742	1659		2	LONG, WILLIAM H II	FOX, STEVEN W
11/1/1995	2413	1580			LONG, WILLIAM H II	LONG, WILLIAM H II

Dwelling Description

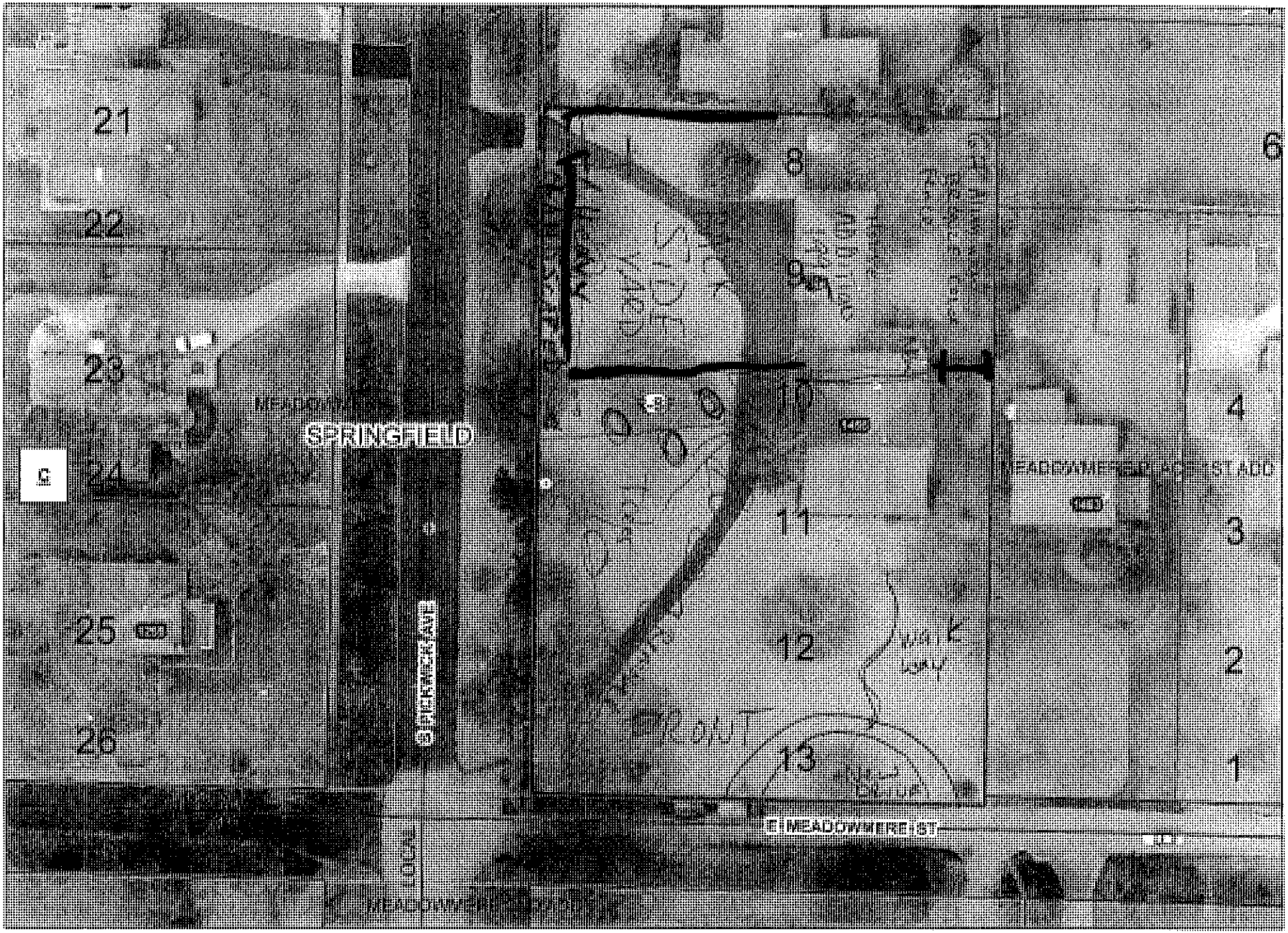
Card 1	
Story Height	1.5
Ext. Wall	STUCCO
Style	BUNGALOW
Yr. Built	1909
Yr. Remodeled	2008
Basement	PART
Heating	CENTRAL WITH A/C
Fuel Type	GAS
System	HOT AIR
Attic	NONE
Bedrooms	5
Full Baths	3
Half Baths	1
Add'l Fixtures	2
Total Fixtures	15



No data available for the following modules: Permits, Additions, Building Description, Interior/Exterior Information, Other Features, Other Buildings & Yard Improvements. Click here for help.

Last Data Upload: 9/6/2013 2:22:50 AM

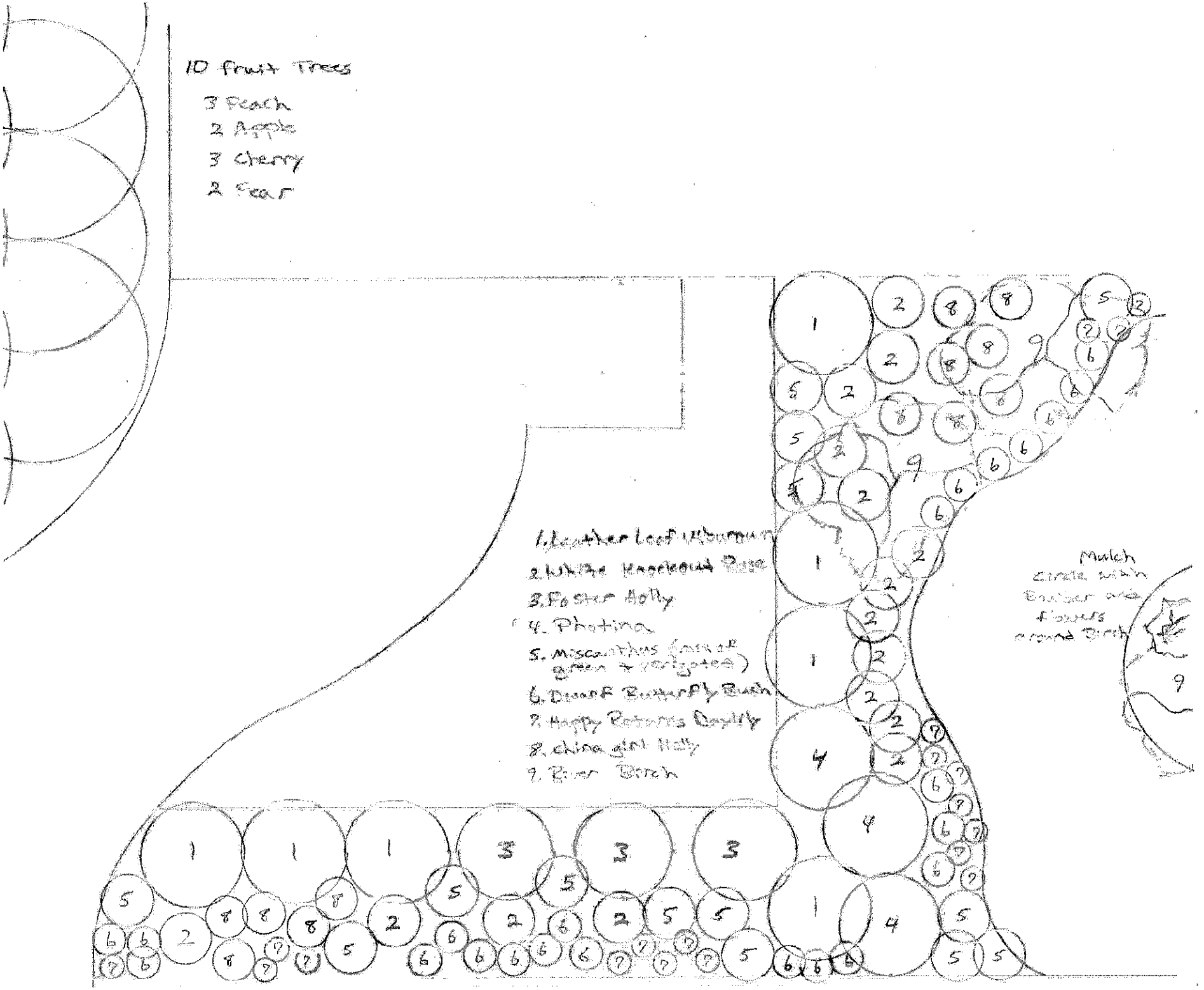
developed by
The Schneider Corporation
www.schneidercorp.com

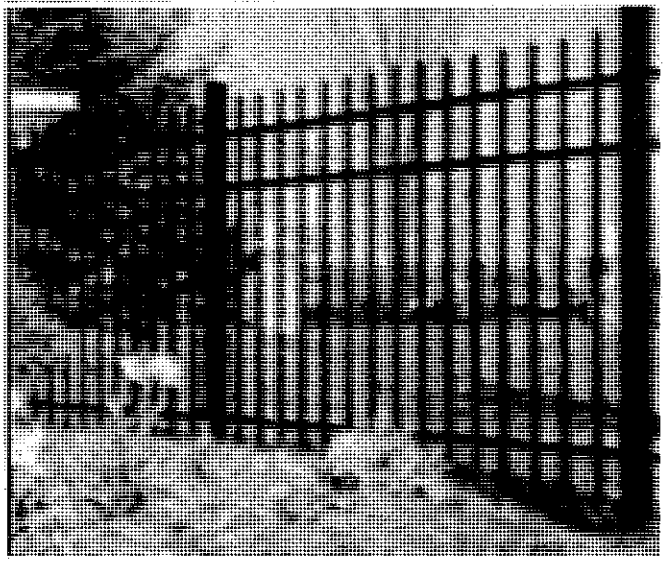


City of Springfield, Missouri

0 12.5 25 50 75 100 Feet

1 inch equals 50 feet


10 fruit Trees
3 Peach
2 Apple
3 Cherry
2 Pear
1. Leather Leaf Viburnum
2. White Knockout Rose
3. Foster Holly
4. Photina
5. Miscanthus (mix of green + variegated)
6. Dwarf Butterfly Bush
7. Happy Returns Daylily
8. China girl Holly
9. River Birch
Mulch
Circle with Border and flowers around Birch



Neal, Daniel

From: Stephanie Lynch [slynch@idf.com]
Sent: Wednesday, September 04, 2013 9:30 PM
To: Neal, Daniel
Cc: Jim Michels (jim.michels@streamix.co)
Subject: Aluminum Security Fence - 1455 E. MEadowmere
Attachments: Lynch Landscape.pdf

Hello Daniel –

We spoke yesterday about my home on 1455 E. Meadowmere. I have been waiting on the fence contractor to send me product literature, but as I have not received it yet, thought it easiest if I send you photo's of the fence and name of manufacturer.

The fence will be 6' bronze aluminum. The bronze color will match the trim color on the exterior of the house, and located around the backside of the house and garage.
We will have a gated drive entrance on the backside of the house, from Pickwick Street, for garage access.

Below is an image of the fence, which will be manufactured by Alumi Guard and installed by Carnahan-White Fence. Additionally, Custom Creations Landscape has drafted the plans for landscape around the fence once installed. There will be heavy landscape with fruit trees, foster holly's, grasses and other shrubs and plants as indicated on the drawing from the landscaper.

Please let me know if you need any additional information.
Thank you for your help
Best regards –
Stephanie Lynch and Jim Michaels
1455 E. Meadowmere Street
417-888-5227

NO. CS13- 5

ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS
NOTICE OF DECISION

Address: **217 E. Commercial Street**

On September 11, 2013, the Landmarks Board staff found the following to be a matter of fact:

That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance and Building Code.

Based on this finding of fact, the Landmarks Board staff approved the following work item(s):

1. Install a new flush mounted sign as shown and described on attached drawings.

Approval of these work items does not constitute approval of plans for building code purposes or for rehabilitation tax credits nor does it certify that the zoning is appropriate for the proposed uses.

This certificate expires after six months.

Director
Planning and Development

9-11-13
Date

CITY of SPRINGFIELD

Office Use Only
Date Filed: _____
Received By: _____
Review:
☐ Administrative
☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

Terry L. Jones — 9-9-2013

Henry Pippins, Jr. — 9-10-2013

Please type or print name(s) clearly:

TERRY L. JONES (THE SIGN DOCTOR CO.)

HENRY PIPPINS, JR.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: *(Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)*

- ☐ Addition (1, 2, 3, 7)
- ☐ Awnings (2, 3, 4 or 5, 6)
- ☐ Building Relocation (1, 2, 3, 7)
- ☐ Demolition (1, 2, 3, 7)
- ☐ Door (2, 3, 4 or 5, 6)
- ☐ Fence (1, 2, 3, 5)
- ☐ Guttering (2, 3, 4 or 5, 6)
- ☐ Handicapped Ramp (1, 2, 3)
- ☐ New Construction (1, 2, 3, 7)
- ☐ Parking (1, 3)
- ☐ Porch (1, 2, 3)
- ☐ Retaining Wall (1, 2, 3)
- ☐ Roof-New (3, 4 or 5, 7)
- ☐ Re-roof (3, 4)
- ☐ Sidewalk (1, 3)
- ☐ Siding (3, 4 or 5)
- ☒ Sign (1, 2, 3, 6)
- ☐ Window (2, 3, 4 or 5, 6)
- ☐ Archeological Site (1, 3, 8)

☐ Other (Specify) _____

- 1-Site plans - SEE PAGE 6
- ✓ 2-Elevations
- ✓ 3-Photographs
- 4-Sample of materials to be used
- 5-Product literature
- ✓ 6-Drawing
- 7-Exhibit C-Why proposed work should be approved
- 8-State Historic Preservation Officer Comments

SPRINGFIELD SIGN PERMIT # SGN 2013-00264

2. DESCRIPTION OF PROPOSED WORK: *(Attach additional pages if necessary.)*

INSTALLATION OF 15" HIGH FORMED PLASTIC LETTERS VIA STUD MOUNT INTO BRICK WALL ABOVE ENTRY. INSTALLATION ENTAILS DRILLING 3/16" HOLES 2" DEEP IN MORTAR LINE AND USING CLEAR SILICONE ADHESIVE CHAULK IN HOLE TO ATTACH STUD/LETTER. LETTERS WILL BE FLUSH TO THE WALL AND ARE 1 1/8" THICK. SEE PERMIT FOR DIAGRAMS OF ABOVE DESCRIPTIONS.

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

SGN 2013-00264 ADDITIONAL - UPDATED INFORMATION 8-26-13

AUG 27

FORMED LETTERS - BIG MOMMA'S = 16.25 SQ/FT TOTAL FORMED LETTERS = 16.25 SQ/FT

VINYL WINDOW LETTERING - THE FLATTAC AT THE JACQUE = 21"x14",

GAS TOO HIGH?---BRING IT BY! = 20"x50", BIG MOMMA'S = 20"x34"

COFFEE-ESPRESSO = 3"x32", JAZZ = 3"x9½", SWEETS = 3"x13½", GREAT FOOD = 3"x24", DINNER THEATER = 3"x32½"

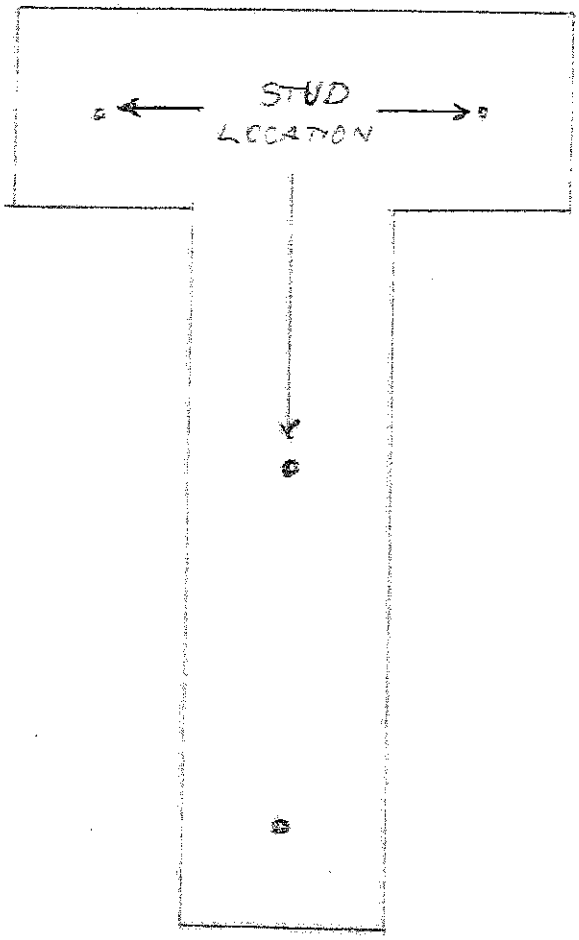
TOTAL VINYL LETTERS = 16.02 SQ/FT

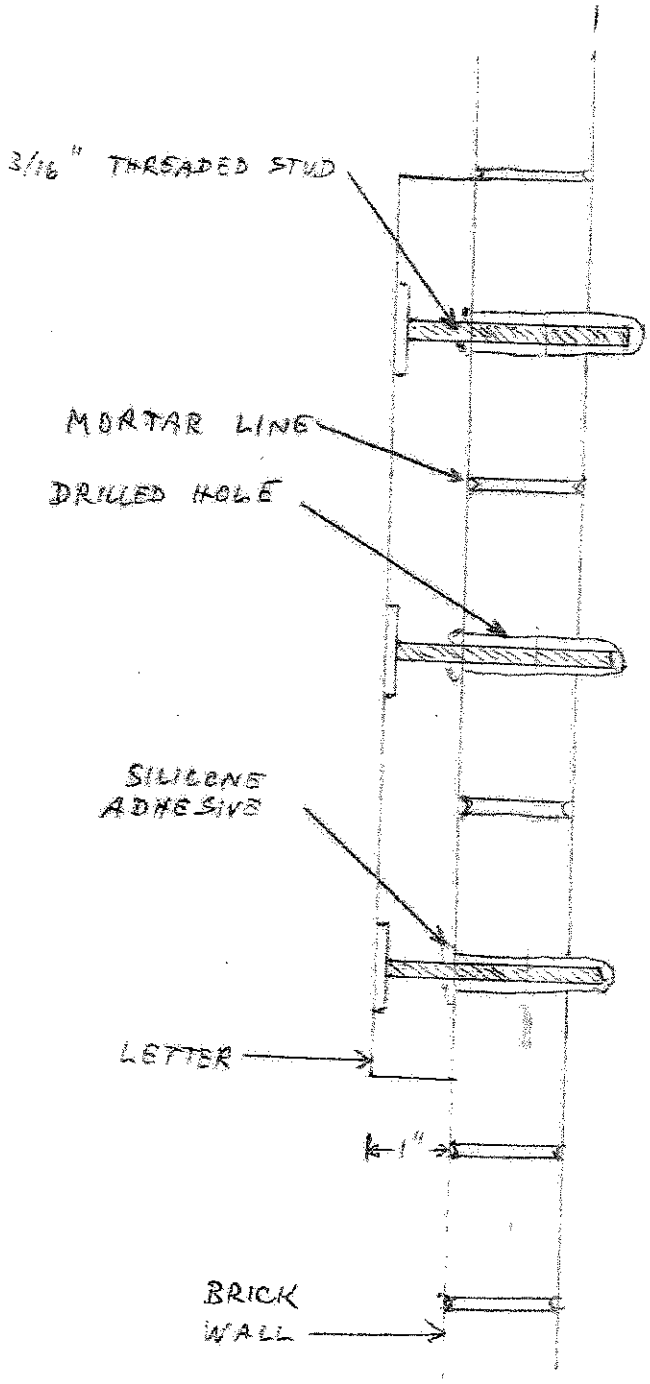
SCN3013-00Key

BIG MOMMA'S

BIG MOMMA'S COFFEE HOUSE, STUD PLACEMENT CHART, THE SIGN DOCTOR - 242-9933

BIG MOMMA'S COFFEE HOUSE, 217 E. COMMERCIAL, THE SIGN DOCTOR 742-3933





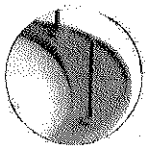
SGN2013-02104

2a Stud Installation


Formed


Minnesota

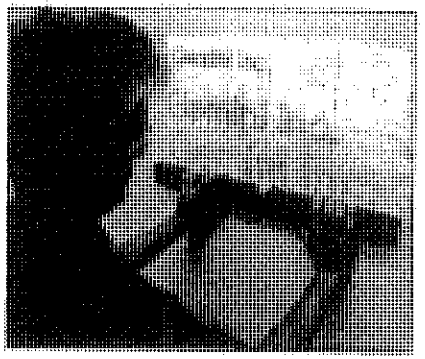

Acrylic


Cast

Studs are metal threaded posts on the rear of the letters. Specify if studs need to be in line for brick or block wall mortar joints. Stud mount orders include studs long enough to stand-off approx. 1-1/2"-2" from the back of the letters. See page 214 for other available length studs. (Brick: 2-5/8" on center; Block: 8" on center)

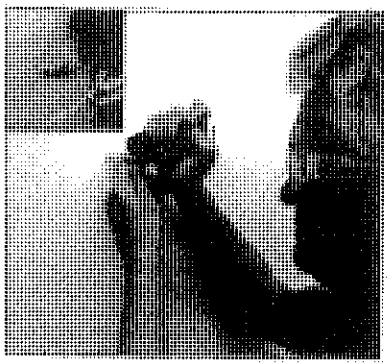
Mounting Patterns

1. Check pattern in shop FIRST!

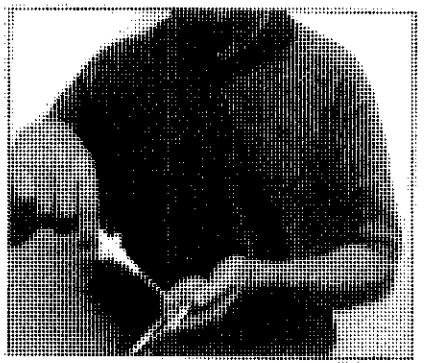


2. Tape one edge of the template to the installation surface with masking tape and unroll it. Level the template and tape the entire pattern securely to the installation surface.

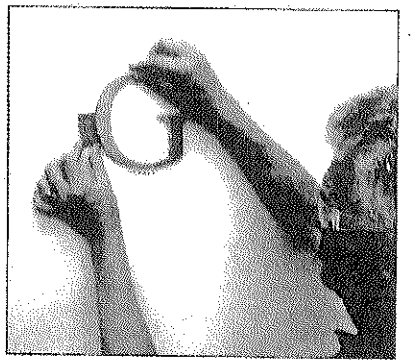
3. Mark holes with center punch, remove pattern if holes are visible on wall, then drill holes slightly larger than stud diameter and 3 inches deep where indicated on your template. Remove the template and clean out all drill holes using compressed air.



4. Insert the studs into the stud holes on the back of each letter. Place letters in holes on wall before applying silicone to verify position. Adjust as necessary by opening holes with your drill bit. Now fill the drill holes in the wall of the first letter with silicone.



5. Push the tube of silicone over each stud on the first letter in order to evenly coat it with adhesive.



6. Push the letter into the drill holes. If not using spacers, use a thin shim to stand-off slightly from the wall. Secure to wall using long strips of tape. Remove tape after silicone sets. Repeat steps 4 through 6 for the rest of the letters.