

# STAFF REPORT

## CONCERNING APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

**Date:** February 14, 2019

**Application Number:** 2019-0211A

**Property Location:** 510 S St Joseph

**Architectural Style/Date/Architect or Builder:** American Foursquare / 1894

**Property Owner:** The Entrust Group FBO Lisa H McKnight

**Landmark or District Designation:** Taylor's Field, Ordinance #8952-98

**Rating:** *Contributing*

**DESCRIPTION OF STRUCTURE/ SITE:** Large irregular two story (plus attic) Free Classic with American Foursquare stylistic cues on a stone block foundation. Wood shingle siding is found throughout. The roof is hipped with asphalt shingles and hip dormers on the north and south sides. A small porch exists on the second story with wood balustrade, wood columns supporting the hip roof with a large overhang, purlins, and a plain freeze. The entry porch is partially enclosed and has similar details to the second story porch. Windows have aluminum storms and wood surrounds. An exposed second story stair well is on the south side, and an enclosed two-story concrete-block entrance is at the north east corner.

**ALTERATIONS:** Extensive modifications have occurred throughout the structure's history, including additions in 1939 (one story addition to the rear), 1943 (11' x 14' rear porch), and in 1949(?) with the addition of the 7' x 12' cinder block construction at the north east corner. COA #1999-0308 allowed for the "rebuilding south side stairs and repair clapboard and rotted trim with like materials." COA #2003-0806 allowed for the reconstruction of the exterior stair with treated lumber, and explicitly retained the supporting stone and brick structure beneath this stair. COA #2013-0615 allowed for the tear-off and re-roof of the main structure. COA #2013-0625 allowed for the repair of the internal gutter system on the front façade and the installation of K-style gutter system on the rest of the house. COA #2013-0509A allowed for the re-installation of the front stair guide rail and the repair of the railing to upper apartment #4. COA #2018-0911A allowed for the reconstruction of the outside stairs, reconstruction of the property fence, deconstruction of the outside stone and brick knee wall, and conditionally allowed for window replacement (pending staff approval).

**APPLICATION ITEMS:** *"Replacement of 4 windows located on bottom left side of building and the front door on apartment 2. The windows were installed due to breakin. Two of the windows were damaged beyond repair. The front door also was damaged beyond repair. We plan to trim out the windows with wood. We will trim out based on recommendations from teh Historical Preservation Society. The front door will also have the trim around the window painted the same color as the door."*

**DESCRIPTION OF PROPOSED PROJECT:** Applicant seeks a Certificate of Appropriateness for improvements on the structure, including:

1. ***Retroactive*** replacement of two front doors with a Therma-Tru Benchmark Doors (Lowe's – item #15729),
2. Reconstruction/reinstallation of the original transom above the main front door,
3. ***Retroactive*** replacement of four windows on the north side of the ground floor with Jeld-Wen Best Series Model JW1438 vinyl windows.
4. Installation of poplar wooden trim mimicking wooden storm on the aforementioned replacements, primed and painted in the same color as the existing aluminum storm windows.

A previous contractor executed the work listed as *retroactive* following damage/vandalism to the property. Troy McKee of McKee Brothers LLC has been retained by the property owner to rectify the issues on the site.

The Building Department 'Red-Tagged' this property on January 10, 2019 because work was completed without permit.

## **PRESERVATION SPECIALIST REPORT:**

Specialist Toering and Inspector Szaday visited the property in the afternoon of January 9, 2019 upon the request of the property owner, Bill McKnight. Mr. McKnight appraised staff of the condition of building since their last visit in September: that there had been a break-in, that multiple windows had been destroyed, that the front door on this property and 508 had been vandalized, and that a previous contractor (that was no longer employed by Mr. McKnight) had installed the replacement vinyl windows on the north side of the ground floor of the property, as well as the front doors. Mr. McKnight was appraised of the need to apply for a retroactive Certificate of Appropriateness for this work. Discussion was had regarding ways through which the project could be made compliant by the addition of exterior trim work to conceal the vinyl windows.

A blank Certificate of Appropriateness application was sent to Mr. McKnight later that day. A completed application with payment was received on February 11, 2019.

For context, Inspector Szaday's assessment of the windows from September 5, 2018 is as follows:

*"Windows: The owner has proposed the replacement of 7 original wood double-hung windows. I was unable to inspect the windows in the second floor as the apartment is occupied and the renter was not home. The four on the first level all have lower sashes that are broken and each have metal angle brackets holding the sashes together. These sashes are missing ropes and are not rotted, but rather are structurally damaged beyond repair. The metal storm windows are missing screens but have kept the original sashes and sills safely out of the elements. The upper sashes are painted and nailed in place."*

## **STANDARDS AND GUIDELINES: Taylor's Field Local Historic District Guidelines**

### **I. THE ENVIRONMENT**

#### **A. THE DISTRICT ENVIRONMENT**

[...]

#### **B. BUILDING SITE, LANDSCAPING AND ACCESSORIES**

Individual properties in the district are characterized by a house located near the front of each lot with a small to medium lawn in front and little to no lawn at the rear of the property. Often the back yard is used as a parking lot for tenants. About half of the properties include a garage which is either located at the rear of the property and accessed from unpaved alleys running behind the property or located directly next to the structure and accessed by small drives. Nearly all of the garage structure and accessed by small drives. Nearly all of the garage structures are out of date, single-stall frame buildings. One larger carriage house still stands in the district. Most properties have trees, shrubbery and/or hedges. Most houses conform to the uniform set-back within each block.

##### **Required**

Plants, trees, fencing, walkways, private yard lights, signs (house numbers) and benches which reflect the property's history and development shall be retained.

##### **Recommended**

New site work should be based upon actual knowledge of past appearance of the property found in photographs, drawings, and newspapers. New site work should be appropriate to existing surrounding site elements in scale, type, and appearance.

Accessory structures such as decks, gazebos, fountains and/or small outbuildings should be appropriate to surrounding site elements in scale, type, and appearance. Plant materials and trees in close proximity to the building and causing deterioration to the building's historic fabric should be removed and replaced by suitable flora as approved by the Historic Preservation Commission.

##### **Prohibited**

No changes may be made to the appearance of the site by removing trees, fencing, walkways, outbuildings or other site elements before evaluating their importance to the property's history and development. Front yard areas shall not be transformed into parking lots nor paved nor blacktopped. Front yard areas shall not be fenced or fences shall not extend forward beyond the setback line of the house. The installation of unsightly devices such as television satellite dishes, solar panels and skylights shall not be premised in areas where they can be viewed from the public thoroughfare.

### **II. EXISTING STRUCTURES**

#### **A. BUILDING MATERIALS**

Original exterior wall materials in the district include limestone, flagstone, stucco, clapboard, wood shingles, sandstone and masonry block. In some instances, vinyl or aluminum siding has been applied over the original material.

##### **Required**

Original exterior building materials shall be retained. Deterioration of wood materials shall be prevented through repair, cleaning and painting. The existing or original architectural detail windows, porches, doors, and eaves should be retained or replaced by replicas of the same design and materials when deteriorated beyond repair. Masonry including brick, limestone, flagstone, sandstone, and stucco shall be cleaned only when necessary to halt deterioration or to remove stains, and shall be done with a method acceptable for the preservation of the surface: i.e. low pressure water and soft natural bristle brushes. No chemicals, sand blasting or other invasive methods may be used to clean historic buildings. When repairing stucco, stucco mixture compatible in composition, color, and texture shall be used.

##### **Recommended**

Whenever possible, the original building materials should be restored. Metal or vinyl siding may be used when it is the only alternative to maintaining or replacing the original surface material. When used over wood surfaces, this siding should be the same size and style as the original wood. Every effort should be made to retain the original trim around the windows, doors, cornices, gables, eaves, and other architectural features. Ample ventilation must be afforded the structure when metal or vinyl siding has been installed in order to prevent increased deterioration of the structure from moisture and/or insects. Mortar joints should be repointed only when there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand in the mortar joint. Existing mortar shall be duplicated in composition, color, texture, joint size, method of application and joint profile. It is emphasized that, prior to initiating any restoration or rehabilitation effort, the property owner contact the Historic Preservation Commission of South Bend & St. Joseph County at 125 Lafayette, South Bend. The Commission is an invaluable source of information about all facets of rehabilitation and restoration.

**Prohibited**

Wood siding shall not be resurfaced with new material which is inappropriate or was unavailable when the building was constructed, such as artificial stone, brick veneer, asbestos or asphalt shingles. Sandblasting or the use of harsh detergents shall not be used on masonry including brick, stucco, limestone, flagstone, and sandstone. This method of cleaning erodes the surface material and accelerates deterioration. Brick surfaces shall not be painted unless they had been painted originally.

**Not Recommended**

Waterproof or water repellent coatings or surface consolidation treatments should not be used on masonry surfaces unless required to solve a specific problem that has been studied and identified. Coatings are frequently unnecessary and expensive, and can accelerate deterioration of the masonry. Mortar joints which do not need repointing should not be repointed. Repointing shall not be done with a mortar of high Portland cement content which can often create a bond that is stronger than the building material. This can cause deterioration as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar which can result in serious damage to adjacent brick. Paint shall not be removed from masonry surfaces indiscriminately

**B. ROOFS AND ROOFING**

[...]

**C. WINDOWS AND DOORS**

Window and door frames are in most cases wood. Brick structures have stone sills and brick lintels. In some cases where additional siding has been applied window trim has been covered. Many structures in the district have aluminum storm windows. Some houses retain wood framed storm windows.

**Required**

Original windows and doors shall be retained including sashes, lintels, sills, shutters, decorative glass, pediments, hoods, and hardware. When deteriorated beyond repair, they shall be replaced with units and trim resembling the original.

**Recommended**

Wood frame storm windows and doors painted to match the original should be used but should not damage existing frames and should be removable. If new sashes or doors are installed, the existing or original materials, design, and hardware should be used. When metal storm doors and windows are used, they should be painted, anodized or coated to match the existing. When awnings are used they should be of canvas material.

**Prohibited**

Original doors, windows, and hardware shall not be discarded when they can be restored and re-used in place. New window and door openings which would alter the scale and proportion of the building shall not be introduced. Inappropriate new window and door features, such as aluminum insulating glass combinations that require the removal of the original windows and doors, shall not be installed.

**Not Recommended**

Awnings, hoods, and fake shutters made of metal, vinyl, or fiberglass should not be used if they would detract from the existing character or appearance of the building.

**D. ENTRANCES, PORCHES, AND STEPS**

Most houses in the district have either an open or enclosed porch across the front. Most porches have either hip or gabled roofs or are covered by the main roof of the house.

**Required**

Existing or original porches, stoops, patios, and steps, including handrails, balusters, columns, brackets, tiles and roof decorations, shall be retained or replaced by replicas of the same design and materials when deteriorated beyond repair. Porches and additions reflecting later architectural styles and which are important to the building's historical integrity shall be retained.

**Recommended**

When enclosing porches for heat conservation or other reasons, it should be done in a manner that does not alter the architectural or historical character of the building.

**Prohibited**

Front porches, stoops, patios, and steps that are important to the building's style and character shall not be altered or removed.

**Not Recommended**

Original porch details should not be replaced with materials representing a different period or style from the original.

**E. MECHANICAL SYSTEMS**

[...]

**III. NEW CONSTRUCTION**

[...]

**IV. SAFETY AND BUILDING CODE REQUIREMENTS**

**A. BUILDING CODE REQUIREMENTS**

**Required**

Building code requirements shall be compiled with in such a manner that the existing character of the building is preserved.

**Recommended**

Local code officials should be consulted to investigate alternative life safety measures that will preserve the architectural integrity of the structure. Variances for historic properties should be investigated.

**Prohibited**

Construction of new stairways and elevators that would alter important architectural features or existing exits and spaces is prohibited.

**Not Recommended**

Fire prevention equipment should not damage the appearance or fabric of the building.

**B. ACCESS FOR HANDICAPPED OR DISABLED PERSONS**

**V. GENERAL**

[...]

**VI. ENFORCEMENT PROCEDURES**

[...]

**In making its determination, the Historic Preservation Commission shall consider three factors: first, the appropriateness of the proposed work to the preservation of the building and district; second, the detriment to the public welfare if the proposed work is permitted even though it is not deemed appropriate; third, the potential hardship that the denial of the Certificate of Appropriateness would cause the applicant.**

**STAFF RECOMMENDATION:** This property has 1) an extensive history of modification and alteration, 2) existed as rental property for the majority of its existence (records indicate the structure was subdivided sometime after 1970). As a subdivided structure, multiple ingress/egress openings have been added over the years, requiring consistent (and documented) reconstruction.

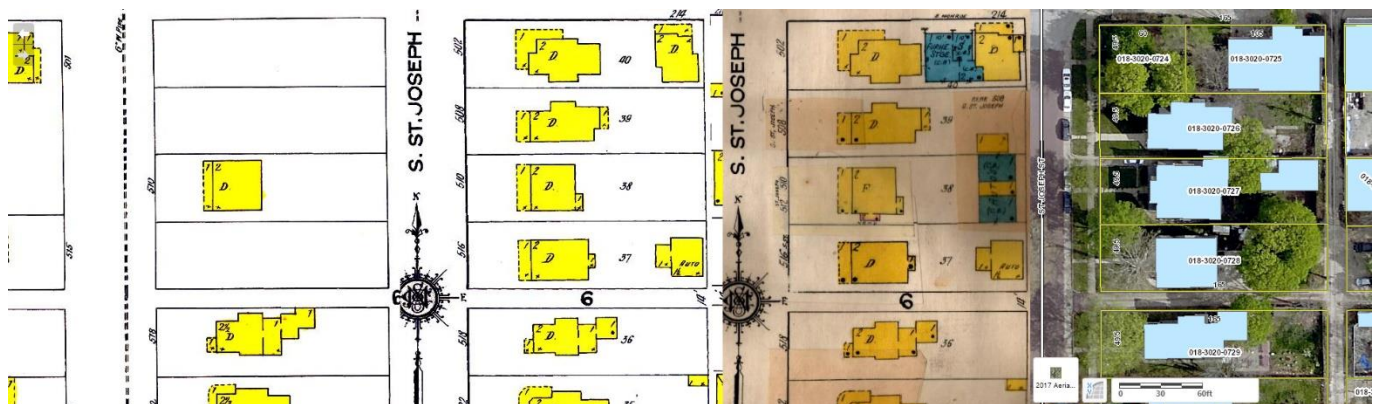
Regarding the retroactive replacement of the front doors, staff would have preferred the original door and storm door would have been retained. The fiberglass replacement door is a departure from the original material and format; Staff would like to see new wooden storm doors installed to conceal the new fiberglass doors.

Regarding the removal and replacement of the four ground floor windows with new vinyl windows, staff recommends approval with the condition that wooden trim be added to conceal the new product. This position is based upon Inspector Szaday’s opinion of the previous windows condition (as documented in COA #2018-0911A).

Written by  
Adam Toering  
Historic Preservation Specialist

Approved by  
Elicia Feasel  
Historic Preservation Administrator

**Sanborn Maps / Satellite Photos**



*Figure 1 - Sanborn imagery (1899, 1917, 1960), and current satellite imagery.*





510 St. Joseph, from the street.

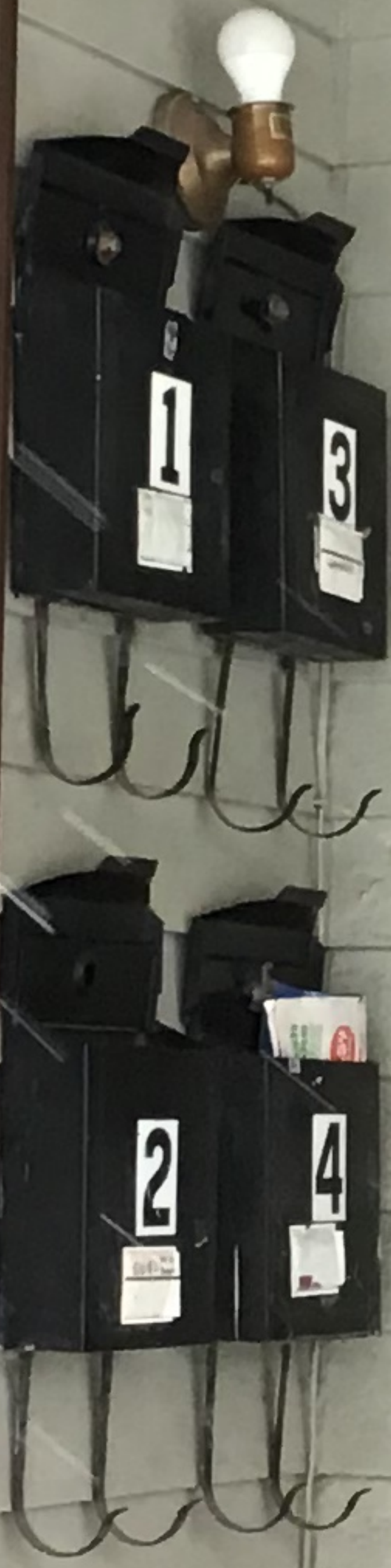








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Replacement Doors





New vinyl windows.





Replacement vinyl window, with aluminum storm installed.





Replacement vinyl window.





Replacement vinyl windows.





Window sill detail.





Window detail.





Replacement vinyl.



**REFERENCE PHOTOS – SEPTEMBER 5, 2018**



*Figure 1 - North face, upper three windows to be replaced. – Photos from September.*



*Figure 2 - North face, all windows to be replaced. – Photos from September.*





*Figure 3 - lower level sill. – Photos from September.*



*Figure 4 - Missing weights / ropes. – Photos from September.*





Figure 5 - Lower level window sash, nailed shut. – Photos from September.

**HEAD LABEL ONLY - DO NOT REMOVE THIS LABEL UNTIL AFTER FINAL INSULATION IS IN PLACE AND THE WINDOW IS OPERATIONAL (FINAL INSULATION MUST BE IN PLACE BEFORE THIS WINDOW IS OPERATIONAL)**

**STORAGE AND HANDLING**  
Store and secure window tops at a right angle against a wall supporting the full weight of the window head and sill. The storage location must be clean, dry, and free of debris. Do not store window tops vertically. Do not store window tops in a vertical position and fully use the safety and hold-down on the product on the floor.

**BASIC CARE AND INSTALLATION**  
To clean, use water and mild soap only. Do not use a maintenance instructions.

**Protect the product**  
after installation from moisture, stains, paint and other products.

Follow the attached installation instructions.

Do not modify this product. Alterations may lead to performance issues that may not be covered by the product warranty.

For Warranty, Care and Maintenance and more information about JELD-WEN products, visit our website at: [www.jeld-wen.com](http://www.jeld-wen.com) or call our customer service line at 1-800-JELD-WEN.

**NOTE: IT IS THE RESPONSIBILITY OF THE OWNER, ARCHITECT OR GENERAL CONTRACTOR TO SELECT PRODUCTS IN COMPLIANCE WITH APPLICABLE LAWS AND BUILDING CODES.**

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**ALMACENAMIENTO Y MANEJO**  
Cuidado y manejo seguros: Almacene los productos contra una pared en la cual se apoye todo el ancho de cabecera y alfiler de la ventana. El lugar de almacenamiento debe estar bien ventilado y permitir suficiente espacio entre los productos para su ventilación. Siempre evite almacenar los productos en posición vertical y asegurelos firmemente al piso con el producto en el suelo.

**CUIDADO BÁSICO E INSTALACIÓN**  
Para limpiar use solamente agua y jabón suave. Use nuestras instrucciones completas de cuidado y mantenimiento.

Después de la instalación proteja el producto del contacto con manchas, agua, pintura y cosas similares.

Sega las instrucciones de instalación que vienen adjuntas.

No modifique este producto; las alteraciones pueden provocar problemas de desempeño que no están cubiertos por la garantía del producto.

**TO REMOVE - PULL DOWN FROM TOP**

**INSTALLATION INSTRUCTIONS**  
For Vinyl Windows without Nailing Fin (D0131P)

**Thank you for selecting JELD-WEN products. Attached are JELD-WEN's recommended installation instructions for Vinyl Windows without a Nailing Fin (including finless, flush fit and flange). Read these instructions thoroughly before beginning. They are designed to work in most existing applications; however, existing conditions may require changes to these instructions. If changes are needed, they are made at the installer's risk; however, approved methods will not typically affect warranty coverage. See the appropriate warranty for details. For installations other than those indicated in these instructions, contact a building professional. Areas such as Florida and the Texas TDJ region have different anchoring requirements based on product certification. For information on specific products, visit [www.floridabuilding.org](http://www.floridabuilding.org) or [www.tdi.texas.gov](http://www.tdi.texas.gov) and follow the anchoring schedule given in the drawings for the product instead of the anchoring schedule in this document.**

Newer construction methods have led to an increase in air and water tightness in buildings. This frequently leads to negative air pressure inside the house, which can draw water through very small gaps. Our installation method creates an air seal on the interior, integrating the window with the rough opening.

Respecto a la garantía, el cuidado y mantenimiento, y la información sobre los productos JELD-WEN, visite nuestra página web en [www.jeld-wen.com](http://www.jeld-wen.com) o llame a nuestra línea de servicio al cliente al 1-800-JELD-WEN.

**ES RESPONSABLE EL PROPIETARIO, EL ARQUITECTO O EL CONTRATISTA GENERAL SELECCIONAR PRODUCTOS EN CONFORMIDAD CON LAS LEYES Y CÓDIGOS DE CONSTRUCCIÓN APPLICABLES.**

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**ALMACENAMIENTO Y MANEJO**  
Cuidado y manejo seguros: Almacene los productos contra una pared en la cual se apoye todo el ancho de cabecera y alfiler de la ventana. El lugar de almacenamiento debe estar bien ventilado y permitir suficiente espacio entre los productos para su ventilación. Siempre evite almacenar los productos en posición vertical y asegurelos firmemente al piso con el producto en el suelo.

**CUIDADO BÁSICO E INSTALACIÓN**  
Para limpiar use solamente agua y jabón suave. Use nuestras instrucciones completas de cuidado y mantenimiento.

Después de la instalación proteja el producto del contacto con manchas, agua, pintura y cosas similares.

Sega las instrucciones de instalación que vienen adjuntas.

No modifique este producto; las alteraciones pueden provocar problemas de desempeño que no están cubiertos por la garantía del producto.

**UP**  
UNIFORMED  
INSTALLERS OF  
CARPENTRY  
UNION

**Thank You for Choosing JELD-WEN**

18618411

**JELD-WEN**  
WINDOWS & DOORS  
Bullseye Vinyl Tilt Single Hung  
Design Pressure = +20/-20 psf  
JEL-A-225-0305-0001

**NFRC**  
National Fenestration Rating Council

**CERTIFIED**

**ENERGY PERFORMANCE RATINGS**  
CALCULACION DE RENDIMIENTO ENERGÉTICO

U-FACTOR (U.S.A./P.) 2.73 (Metric/RSI)	SOLAR HEAT GAIN COEFFICIENT COEFICIENTE DE GANANCIA DE CALOR DEL INTERIOR
0.48	0.66

**ADDITIONAL PERFORMANCE RATINGS**  
ADICIONALES CALIFICACIONES DE RENDIMIENTO

VISIBLE TRANSMITTANCE TRANSMISIÓN DE LUZ VISIBLE	AIR LEAKAGE FUGA DE AIRE
0.69	< 0.3 (U.S.A./P.)   ≤ 1.5 (Metric/RSI)

**AAAMA**  
American Architectural Manufacturers Association  
Manufacturer of Certified Products

Manufacturer stipulates conformance to the applicable standards  
**JELD-WEN Windows & Doors**  
Bullseye Vinyl Tilt Single Hung  
Class R-PG20 - Size Tested 48x84 in  
Design Pressure = +20/-20 psf  
Conforms To: AAMA/WDMA/CSA 1011.5/2/A440-08

**WARNING:** Drilling, sawing, sanding or machining wood products generates wood dust, a substance known to the State of California to cause cancer. Use a respirator or other safeguards to avoid inhaling wood dust.

Retain this label and accompanying receipts with your tax materials to claim tax credit, if applicable. See [www.jeld-wen.com](http://www.jeld-wen.com) for full details.

1692080 1 080322218 V10028 08/03/18

Figure 6 - Jeld-Wen replacement window information. – Photos from September.





510







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To whom it may concern

My name is Troy M. McKee of McKee Brothers LLC.

719 E. Lawrence St. Mishawaka IN. 46545

(574)217-6384

The work that was done to the property was before I went to work for the owner; I am working with the owner and the city to correct the errors that were made.

510 St Joseph Street. South Bend, IN. 46601; the windows will be trimmed in poplar wood using existing color match of trim on other windows. They will mimic the older storm window frames of the property. They will be primed and painted with two coats of paint. All windows are located on the side of the house that faces north.

Also at 510 the front door was replaced, the door is set right but the trim work around and above it is not proper. Above the door I will tear out the scab and install a transit, the transit I am using came out of the house it will be painted and installed. Also the trim boards will be replaced if needed to ensure the period appearance.

If you have any questions please feel free to call

thank you

Troy M. McKee



