

# STAFF REPORT

## CONCERNING APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS



**Date:** April 5, 2019

**Application Number:** 2019-0401B

**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:** *"This is a second request for replacement of front door and 3 windows on left. Please see attached."*

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

1. ***Doors:***

- a. ***Retroactive*** replacement of two front doors with a Therma-Tru Benchmark Doors (Lowe's – item #15729),
- b. Reconstruction of the transom above the main front door, including extending the trim, widening the trim from floor the top the top of the transom,

2. ***Windows:***

- a. ***Retroactive*** replacement of four windows on the north side of the ground floor with Jeld-Wen Best Series Model JW1438 vinyl windows.
- b. Installation of poplar wooden trim on the aforementioned replacements, primed and painted in the same color as the existing aluminum storm windows to mask the vinyl window frames/sashes,
- c. Reinstalling the storm windows (without panes) on the outside.

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 removed the front storm doors and replaced 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.

On March 27<sup>th</sup>, Commissioner Gelfman, Specialist Toering, and Inspector Szaday visited with the property owner and Troy McKee at 510 S St. Joseph to hear proposals regarding this application, as well as the condition of the neighborhood and surrounding properties.

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 repellant 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 doors are a departure from the original material and format; Staff would like to see new wooden storm doors installed to conceal the new fiberglass doors. Staff is pleased that the trim / wood work around the door will be extended – this brings balance to the door frame. Staff recommends approval with the condition that storm doors are reinstalled.

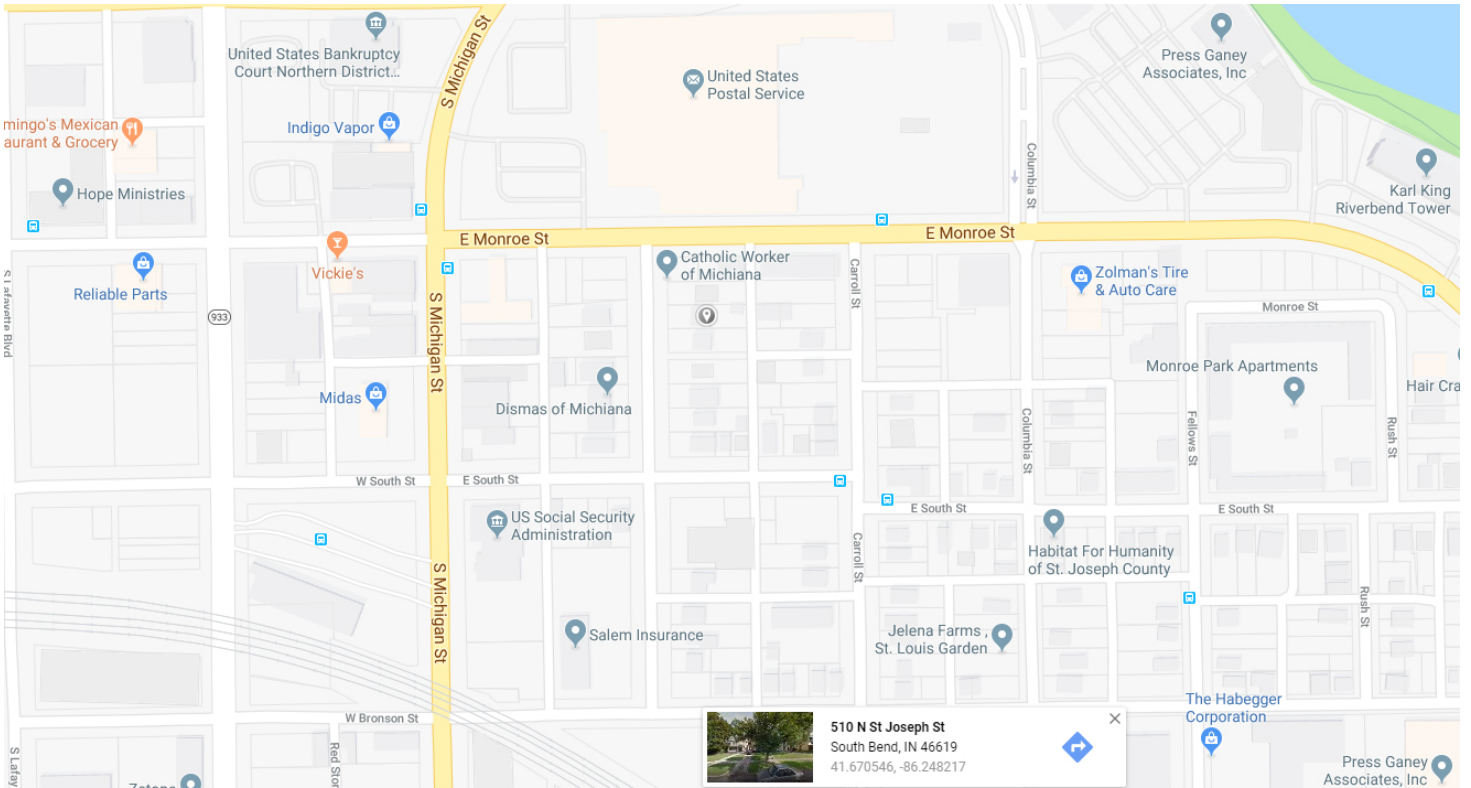
Regarding the removal and replacement of the four ground floor windows with new vinyl windows, staff recommends approval. This is based upon Inspector Szaday’s opinion of the previous windows condition (as documented in COA #2018-0911A) and the custom solution to conceal new windows to closer resemble the appearance prior to new window installation.

Written by  
Adam Toering  
Historic Preservation Specialist

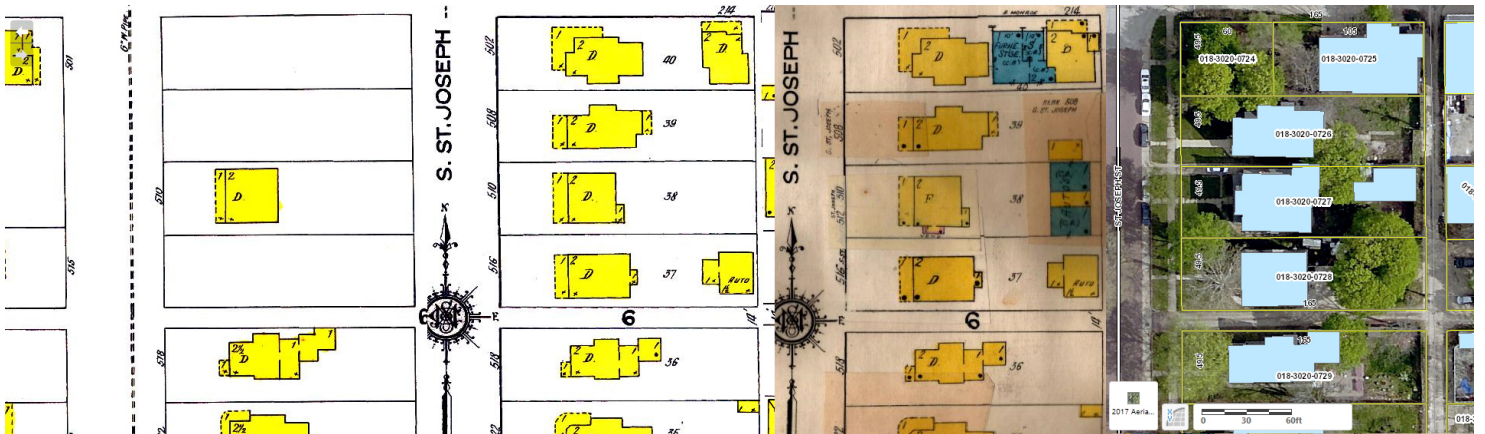
Approved by  
Elicia Feasel  
Historic Preservation Administrator

# HISTORIC PRESERVATION COMMISSION OF SOUTH BEND AND ST. JOSEPH COUNTY

LOCATION MAP - Map showing location of the property and surrounding area (Google Maps)



AERIEL MAP - Sanborn maps from 1899, 1917, 1960. Satellite imagery from 2017.



**HISTORIC PRESERVATION COMMISSION  
OF SOUTH BEND AND ST. JOSEPH COUNTY**

FRONT PICTURE (WEST) - Picture of the front of the building, taken 12/18/2018.



FRONT PICTURE (WEST) - Picture of the front of 508 and 510 S St Joseph, taken 1/8/2019.



**HISTORIC PRESERVATION COMMISSION  
OF SOUTH BEND AND ST. JOSEPH COUNTY**

SIDE PICTURE (NORTH) - Picture of the four vinyl windows, taken 1/24/2019.



SIDE PICTURE (NORTH) - Close-up of each replaced window, taken 1/24/2019.



**HISTORIC PRESERVATION COMMISSION  
OF SOUTH BEND AND ST. JOSEPH COUNTY**

SIDE PICTURE (NORTH) - Applicant submitted photo of original porch windows for comparison.



SIDE PICTURE (NORTH) - Applicant submitted photo of replaced original windows with storms reinstalled.

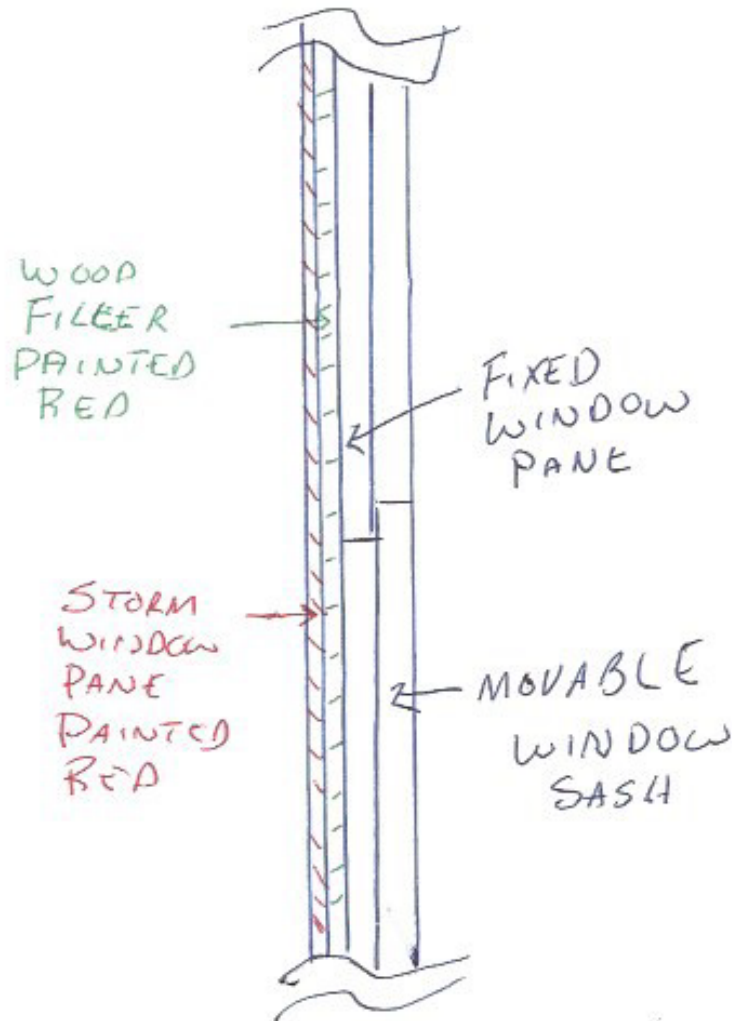




HISTORIC PRESERVATION COMMISSION  
OF SOUTH BEND AND ST. JOSEPH COUNTY

WINDOW REPLACEMENT DIAGRAM - Drawing to scale of proposed design

VIEW LOOK INSIDE  
WINDOW FRAME  
510 ST. JOSEPH  
ITEM 1 C



**HISTORIC PRESERVATION COMMISSION  
OF SOUTH BEND AND ST. JOSEPH COUNTY**

PICTURES OF ITEMS THAT NEED ATTENTION - Trim adjustments to front door provided by owner.





# HISTORIC PRESERVATION COMMISSION OF SOUTH BEND AND ST. JOSEPH COUNTY

County—City Building, South Bend, IN 46601  
http://www.southbendin.gov/government/department/community-investment  
Phone: 574/235.9371 Fax: 574/235.9021  
Email: hpcsbsjc@southbendin.gov

Michele Gelfman, President

A Certified Local Government of the National Park Service

Elicia Feasel, Historic Preservation  
Administrator

## APPLICATION FOR A — CERTIFICATE OF APPROPRIATENESS

**OFFICE USE ONLY>>>>>>DO NOT COMPLETE ANY ENTRIES CONTAINED IN THIS BOX<<<<<<OFFICE USE ONLY**

Date Received: 3/27/2019 Application Number: 2019 - 04018

Past Reviews:  YES (Date of Last Review) \_\_\_\_\_  NO

Staff Approval authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Historic Preservation Commission Review Date: \_\_\_\_\_

Local Landmark  Local Historic District (Name) 2019 TAYLOR'S FIELD

National Landmark  National Register District (Name) \_\_\_\_\_

Certificate Of Appropriateness:  Denied  Tabled  Sent To Committee  Approved and issued: \_\_\_\_\_

Address of Property for proposed work: 510 S. St. Joseph South Bend IN  
(Street Number—Street Name—City—Zip)

Name of Property Owner(s): William and Lisa McKnight Phone #: 858-525-1080

Address of Property Owner(s): 5255 Raven Hill Point San Diego, CA 92130  
(Street Number—Street Name—City—Zip)

Name of Contractor(s): Troy McKee Phone #: 574-217-6384

Contractor Company Name: McKee Brothers Constuction

Address of Contractor Company: 719 E. Lawrence Mishawaka IN 46545  
(Street Number—Street Name—City—Zip)

Current Use of Building: Multi- Family  
(Single Family—Multi-Family—Commercial—Government—Industrial—Vacant—etc.)

Type of Building Construction: Wood Frame  
(Wood Frame—Brick—Stone—Steel—Concrete—Other)

Proposed Work: (more than one box may be checked)  Landscape  New  Replacement (not in-kind)  Demolition

Description of Proposed Work: This is a second request for replacement of front door and 3 windows on left  
please see attached.

Owner e-mail: divoy1@gmail.com and/or Contractor e-mail: troymckee@gmail.com

X \_\_\_\_\_ and/or X \_\_\_\_\_  
Signature of Owner Signature of Contractor

By signing this application I agree to abide by all local regulations related to project and to obtain a Building Department Permit, if applicable.

Attachment Historical Preservation Committee South Bend for 510 S. St. Joseph St.

1. Replacement of 4 windows on Bottom Floor Left Side of Home.

We request approval for replacement of 4 windows on first floor on the left side of the property. These windows were replaced without approval with vinyl windows. The original windows were wood, painted white with red painted storm windows on the exterior of each window. We are recommending that these windows be approved with the following changes to allow these windows to match the other windows in the home. We install the removed red storm window frames (without the window panes) in the area which the window panes were removed we will install a wood filler painted red to minimize any viewable white of the vinyl windows.

Please see the following attachments to clarify the changed to the windows.

- A. The first is a picture of two existing windows
- B. The second is a picture of a vinyl window with the storm window frames attached without the glass
- C. The third is a diagram of the showing our suggestion of filling the void left without the glass with wood which is painted red to minimize any the white of the vinyl window.

2. Replacement of front door.

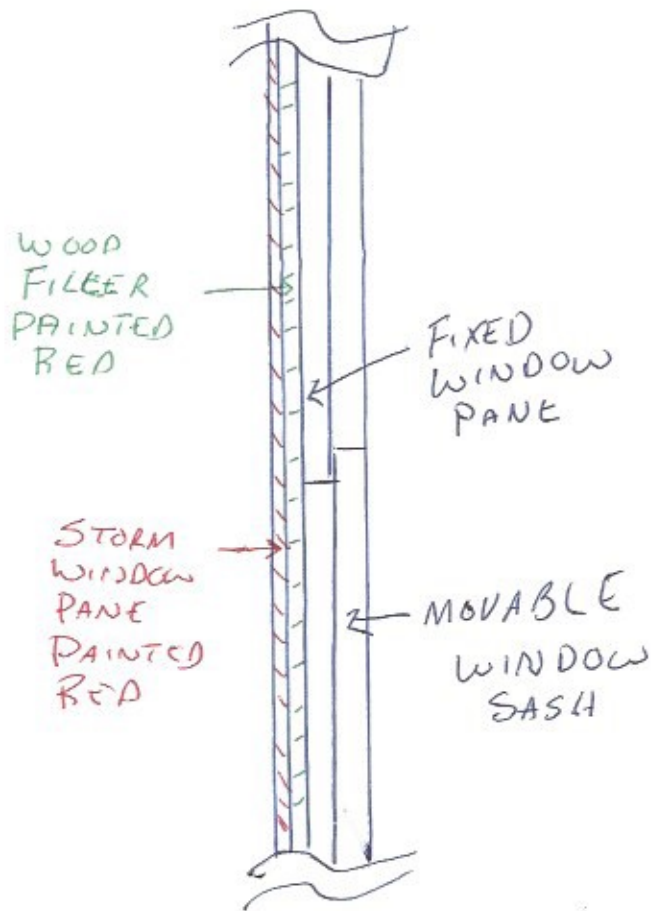
We request approval for the replacement of the front door. This door was replaced without approval. This door has a lead glass window and is painted a red brown color to work with the house trim. The replacement door was a different size than the original door. We intend to complete the installation with the following improvements.

- Widen the wood trim on the left side of the door to match the right side.
- Install a transom with clear glass above the door/

Please see pictures enclosed

- A. First Picture is of the existing door.
- B. Second picture identifies the changes to be made to the door.

VIEW LOOK INSIDE  
WINDOW FRAME  
510 ST. JOSEPH  
ITEM 1C



### **BACKGROUND 508 and 510 St. Joseph**

I would like to give you some insight on my intentions for the property. I purchased this property in November of 2017. I was under the belief at the time that the property was in good condition and the 4 open rental units could quickly be rented without much work. We tried for a couple of months to rent these units without finding suitable renters who my property manager Cressy and Everett would approve. I decided to do some rehab of the units. Once getting someone in to look at the units it became obvious that there was a lot more which needed to be done. There were plumbing and HVAC problems, the units were dirty with broken doors and flooring paint and plaster which in need of repair. In addition there was a great deal of garbage all over the yard.

I found a contractor who gave me a reasonable price, had references and showed me a license. He said he would get everything done and where a permit was necessary he would have one pulled. I decided to go with him. He said he could start in March and should be done by June. About this time another renter moved out leaving 5 of 7 units open. Also, the renter in the upstairs unit in 508 St. Joseph stopped paying rent.

In April we took the tenant in 508 St. Joseph to court for eviction. He had not paid rent in 4 months. He convinced the Judge he had some bad luck and would be able to get back on track in 30 days. He never paid a cent more and finally moved out in early June. He left the unit a complete wreck with writing on the wall a room full of garbage, furniture and 3 loads of Junk.

We finally were able to find a renter for the upstairs unit in 510 St. Joseph and she moved in April.

During my visit in June almost nothing had been accomplished. I had a discussion with the contractor and he convinced me that for him to really get this project done I should give him 50% down so he can pay the worker as the project progressed. I agreed.

In July, nothing had been accomplished and with the move out of 508 not being cleaned up the yard was a mess. During my visit he started to do some work on the property and I was hopeful we were on our way. 2 weeks later my property manager sent me pictures of the steps on 510 which were obviously not done properly and he had started work on the front porch on 508 St. Joseph without my approval. I stopped work on 508 and he agreed to fix the steps on 510 St. Joseph. Unfortunately, with the porch being a hazard we had to stop trying to rent any of the units in 508 St. Joseph.

In August we received notice From the Historical Preservation Committee that work we were doing on the steps at 510 St. Joseph and the porch on 508 St. Joseph had not been approved and work needed to halt immediately pending approval from the Committee. My contractor said he would handle it and contacted Adam Toering. I followed up with the contractor and he said he would make sure the steps were done to code and would coordinate the approval with Adam. He requested I give him additional money upfront. I decided instead of giving him more

money I would handle it myself. I then contacted Adam and he helped me get my application in for the September 17th Meeting. At this meeting the steps and fence on 510 were approved and the porch at 508. Siding and windows were not approved.

In late September the boyfriend of the tenant upstairs in 510 moved in without approval. He put left a refrigerator in the front yard a couch on the steps and a car in the driveway. This made the property look even worse.

I decided to see if I could get the contractor to clean the property and fix the steps on 510 St. Joseph before my visit in October.

During my visit in October to the property did look a little cleaner. Unfortunately the fixes on the steps I paid for were not done property. We discussed this I gave him the requirements for the steps, he said he would find the right person and they would be fixed before my next visit. I also met with Adam to if there was any way to fix the windows in 510 St. Joseph. He had his inspector look at them. He felt they were beyond repair but we maybe able to find a matching movable portion of the window. I looked at 2 of the Habitat for humanities and Adam looked at a warehouse with replacement sashes. Unfortunately we did not find one. I decided I needed to figure that out once I had more pressing issues resolved.

At this point I did not have any renters in 508 St. Joseph or anyone in the downstairs of 510.

I came back in November to find that all the vacant units had been broken into. The front door area near the locks had been damaged beyond repair on both 510 and 508 St. Joseph. All the windows were open two windows in 510 St. Joseph and two window in 508 St. Joseph had been broken. At this point I did not know what to do. The only thing I could think of was to get the property secured as soon as possible and get the porch on 508 St. Joseph fixed enough so the property did not look like it was vacated derelict. I had fired my contractor and attempted to find someone to assist. All I could find at the time was a handyman. I hired him to put in new front doors, fix the porch on 510 St. Joseph and the railing on 510 St. Joseph steps and put some plywood in the window which was completely broken out.

In late November I was able to get Troy McKee, my current contractor on the job. I asked him to put the new windows I had ordered a couple of weeks before in 510 St. Joseph and go about getting all the issues on the property resolved. He began getting the trash off the property and then focusing on major plumbing issue and problems with the heating. He also started work on the interiors since it was very cold to work outside.

In early January we were red tagged by the building department and again notified we had not gotten approval from the Historical Preservation Committee.

The renters in 510 St. Joseph upstairs moved out.

Troy had a license in Mishawaka but not South Bend. He worked on getting his license in South Bend and getting the necessary building permits. I sent in a new application to the Historical Preservation Committee.

In February the application for 508 was approved and the one for 510 was rejected.

In March we finally received our permits to get the work done on the Steps on 510 St. Joseph.

I am hopeful with Troy McKee on the job, I will be able to finally get this property in a condition to rent to quality renters.

I currently have only 2 units rented and 2 additional units ready for rent.

I am hoping to find a way to partner with the Historical Preservation Committee and other home owners to find a way to make this a desirable neighborhood once again.