

STAFF REPORT

CONCERNING APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS



Date: December 12, 2019

Application Number: 2019-1108

Property Location: 702 N St Joseph

Architectural Style/Date/Architect or Builder: American Foursquare / 1907

Property Owner: Fengrong Ma

Landmark or District Designation: River Bend Local Historic District (#8308-92)

Rating: *Contributing*

DESCRIPTION OF STRUCTURE/SITE: This is a two-story square house on a field stone foundation. Walls are asphalt shingles; the second story has a slight overhang. The roof is hipped with asphalt shingles. Hipped dormers are at the north and south sides, with the southern being slightly larger. A gable dormer is on the west roof face. A first story hipped roof porch is on the west face with concrete steps and decking. Windows are 1/1 double hung, some wood and some aluminum storms. The chimney is centrally mounted.

ALTERATIONS: The irregular sized dormers appear to indicate some later modification to the roofline of the house. COA 1998-0818 allowed for the in-kind replacement of the roof and gutters. COA 1998-0827 added further clarification for the in-kind roof replacement. RME 2018-0829 allowed for the reconstruction of the centrally mounted chimney. COA 2018-1113A conditionally approved the removal and replacement of the south and west dormer windows pending staff approval of proposed aluminum-clad windows (this was not completed). Two attic dormer windows were replaced with vinyl slider windows without Certificate of Approval in August of 2019.

APPLICATION ITEMS: “Replace two windows aluminum clad window in attic, gables on south and west roof. Pella Lifestyle Series windows. South gable will not be side-by-side smaller windows, rather 1 single double-hung.”

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

1. Removal of two (2) vinyl ‘slider’ windows from the west and southern attic dormers.
 - a. Vinyl windows were installed without Certificate of Appropriateness.
 - b. Vinyl windows do not match the previous windows in size, configuration, material, or style.
 - c. Vinyl windows replaced four windows: two ‘narrow’ double-hung windows in the southern and western dormers.
2. Replace with four (4) Pella Architect Series ® 850 Traditional brand aluminum-clad (wood core) windows in white.

Following the conditional approval of COA 2018-1113A for the replacement of the deteriorated original windows with aluminum clad wood double-hung windows matching the original configuration, Staff corresponded with the applicant and monitored the site. On August 6th, 2019, Staff discovered that the two west and two southern dormer windows had been replaced with vinyl slider windows. Staff documented the replaced windows, drafted and mailed a notification letter to the property owner, and informed the Building Department of work having been executed without an approved Certificate of Appropriateness/Building Permit. The Building Department ‘Red Tagged’ the property.

The applicant contacted Staff on August 13, 2019 upon receipt of the notification letter. Applicant attempted to find an aluminum-clad product that would replicate the original southern window size but was unable to do so after contacting multiple vendors. The original ‘narrow’ (approximately 10” wide) configuration of the sashes in each dormer resulted in no known appropriate replacement windows.

Commission deliberation for COA 2018-1113A included considering replacing the two smaller double-hung sashes with a single larger double-hung aluminum-clad sash. The Commission decided that the applicant should determine that the smaller 10' sashes were not viable, and in, having determined that, return to the Commission to apply for replacing the windows with the larger double-hung window.

SITE VISIT REPORT:

November 13, 2018

On November 12, 2018 I met with the owner of the property located at 702 N St. Joseph. She has applied to replace the windows located on the south-facing third floor dormer. I was unable to go inside the structure as the tenant works from home and did not want to be disturbed. I photographed the windows from the outside and was able to determine that the one of the four sashes would need to be replaced or be rebuilt. The meeting rail of the top sash is broken free. The other window has the sashes reversed meaning upper forced down and lower sash forced up. The sashes do not look to be in place.

The owner provided me with a quote sheet for a Semco window from Richards Supply. I did not feel that the quote provided enough information about what was being proposed. I went to Richards Supply and got model-specific brochures and photographed a show room model. Photographs are in the digital file.

Steve Szaday
Preservation Inspector

STANDARDS AND GUIDELINES: River Bend Local Historic District Standards and Guidelines

C. WINDOWS AND DOORS

Windows and door frames are in nearly all cases wood. Brick structures have stone sills and brick lintels; masonry block structures have masonry sills and lintels. In some cases where aluminum siding has been applied window trim has been covered. About half of the structures in the district have aluminum storm windows, the other half wood storm windows.

Required

Original windows and doors including sash, lintels, sills, shutters, decorative glass, pediments, hoods, and hardware shall be retained or when deteriorated beyond repair, replaced with duplicates of the existing or original.

Recommended

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

Prohibited

Existing or 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 should 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

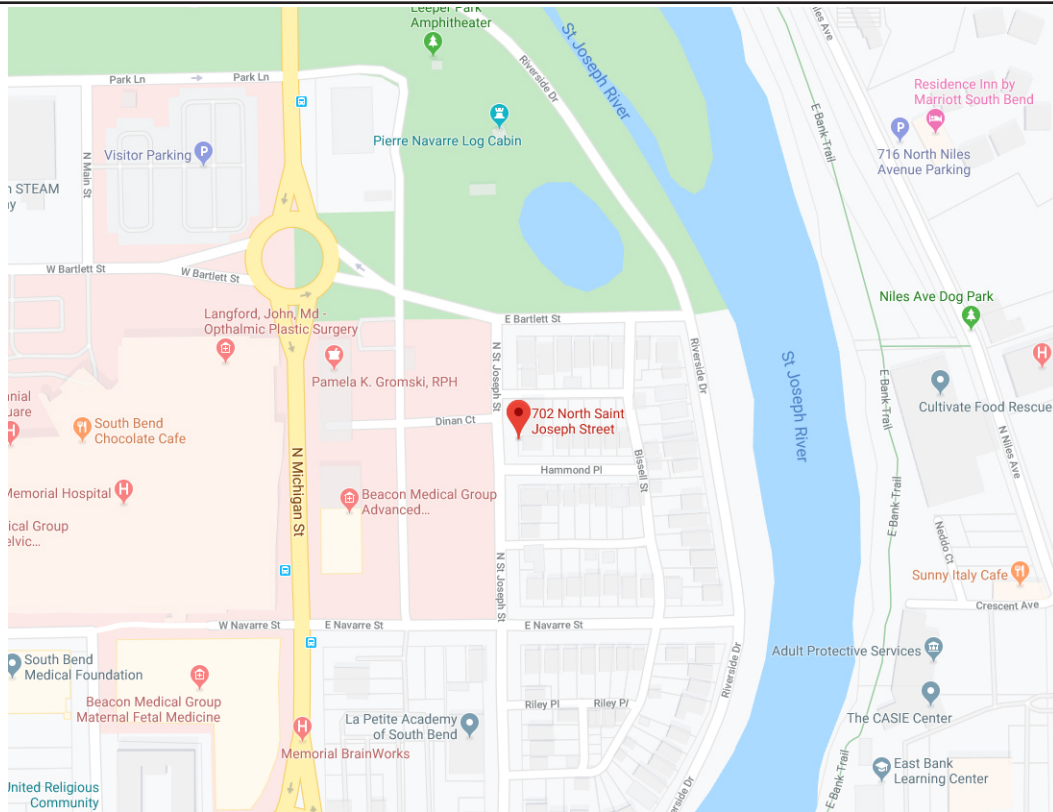
Metal, vinyl, or fiberglass awnings, hoods, and fake shutters that would detract from the existing character or appearance of the building should not be used.

STAFF RECOMMENDATION: Staff recommends approval of replacing the southern and western dormer windows with Pella Lifestyle Aluminum-clad windows as per the submitted application.

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)



AERIAL MAP - highlighted property on map



Sanborn:

1917

1960

MACOG 2019

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

FRONT PICTURE (WEST) - Picture of the front of the building, December 2019.



SIDE PICTURE (SOUTH) - Picture of the side of the building, December, 2019



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

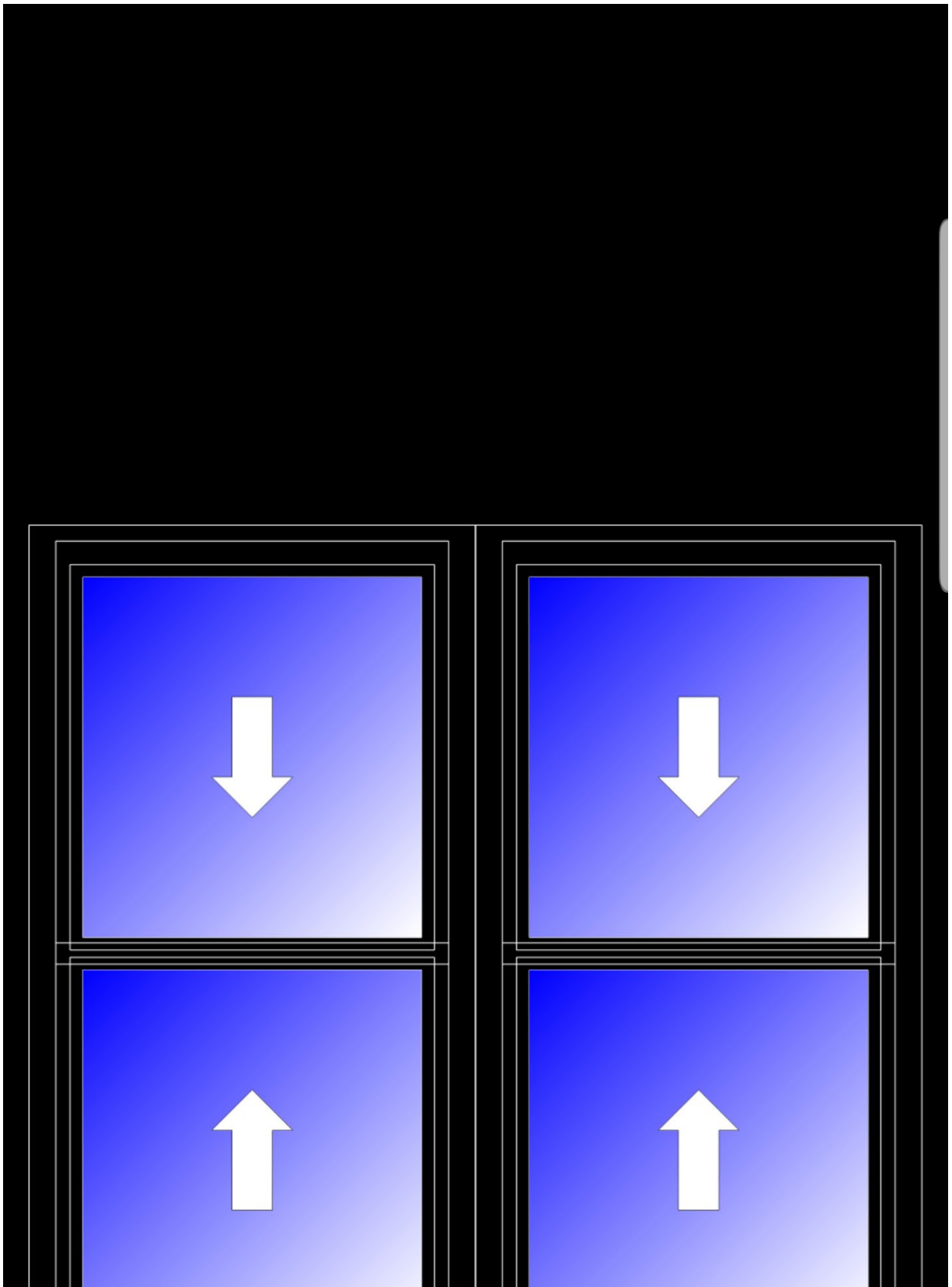
SIDE PICTURE (South) - Picture of the south side of the building, August 6, 2019.

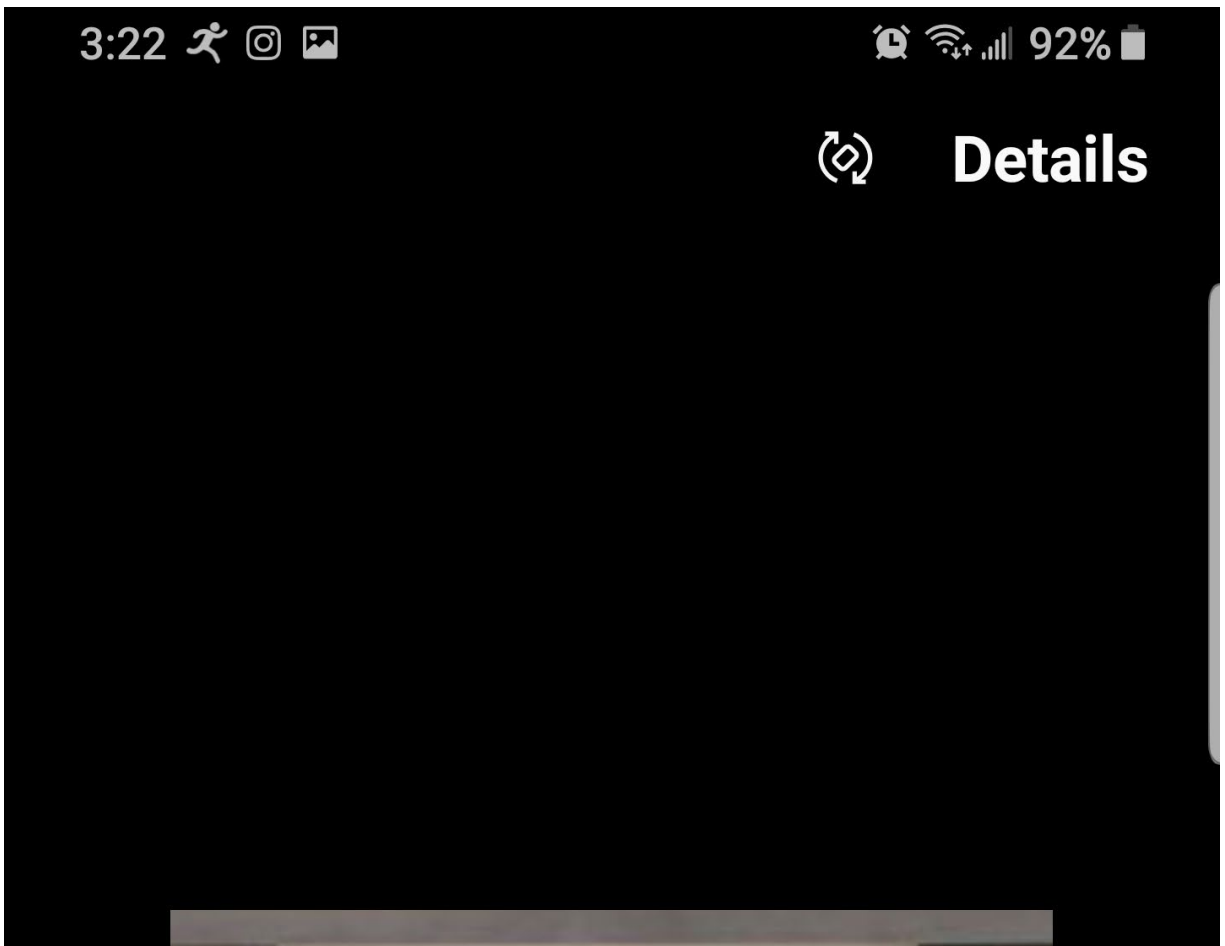
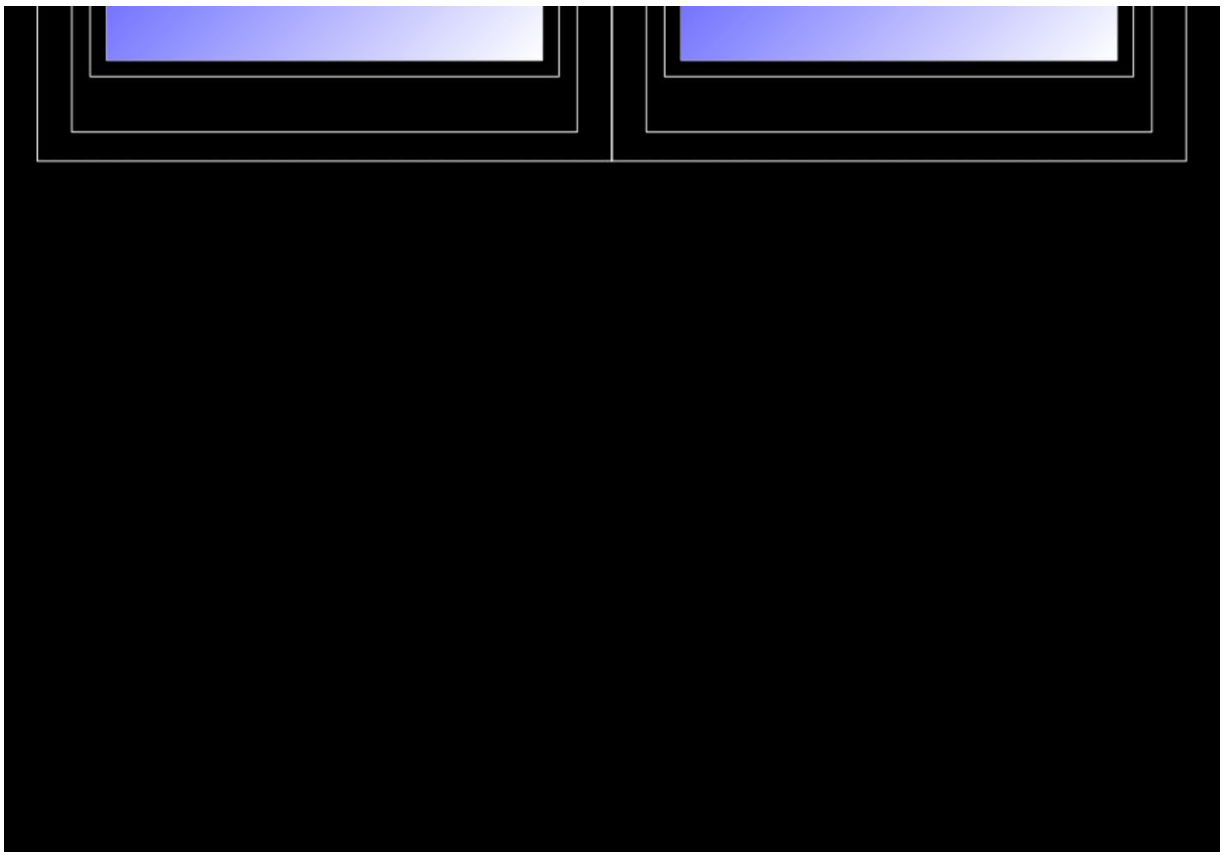


SIDE PICTURE (SOUTH) - Picture of the south side of the building, November 2018.



From: [fengrong.ma](#)
To: [Adam Toering](#)
Subject: Re: 850 traditional pella window
Date: Wednesday, January 15, 2020 4:36:59 PM









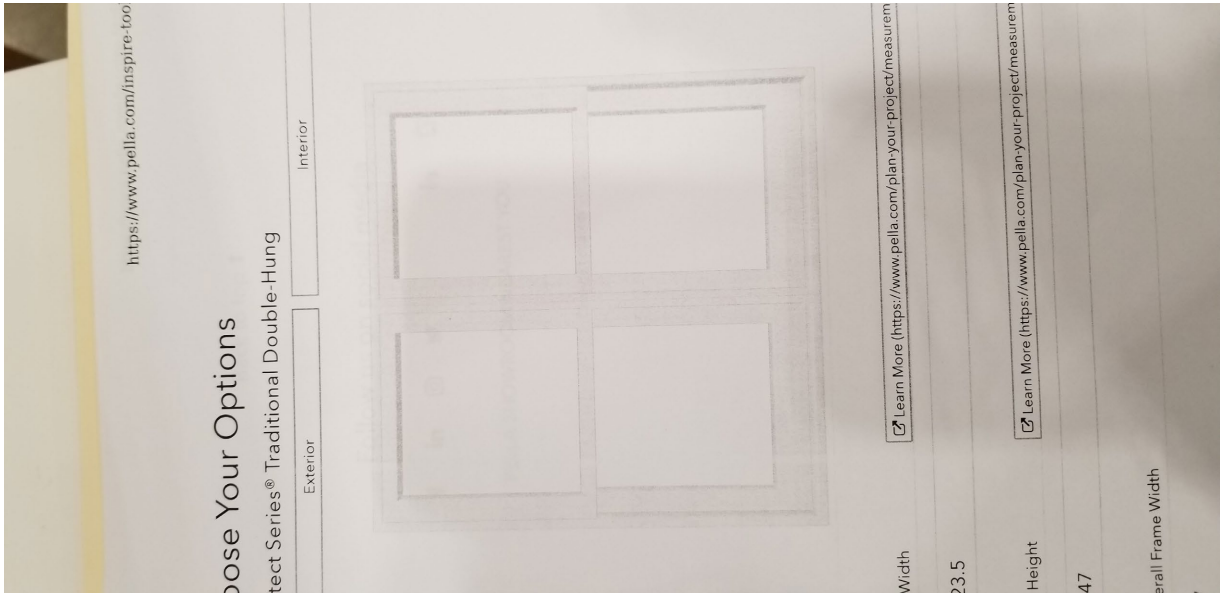


Hi Adam,
 I had technician from pella windows went to 702 n st Joseph property, measure and evaluate the window. I took some pictures from the store to take some pictures of the mode life style window that I am looking for.
 Let me know if you have any questions
 Thanks,
 Fengrong

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From: fengrong ma <mafengrong@hotmail.com>
Sent: Monday, January 6, 2020, 1:16 PM
To: Adam Toering
Subject: 850 traditional pella window

PROJECT STOP IMPROVING Date: 01/06/2020		Project #: 607330126 Customer Name: FENGRONG MA Customer Phone: (574) 310-7995 Customer Address: 702 NORTH ST JOSEPH STREET SOUTH BEND, IN 46601 USA	Description: sos 850/0
Line Item Frame Size	Product Code Description	Manufacturer: Pella (R) 850 Series Double Hung NIFRC: 0 Double Hung DP50: Size Tested 29-in x 53-in Division: Millwork Product: Windows Type: Double Hungs Manufacturer: Pella (R) 850 Series Energy Star (R) Qualified Products Only: No - I would like to view all available product offerings Product Family: Full Frame Pella Products Style Collection: Traditional Room Location: Other 1 Configuration: 2 Wide Actual Frame Width: 47-in Actual Frame Height: 47-in Fits Opening Width: 47 3/4-in Fits Opening Height: 47 3/4-in Operation / Venting: Double Hung Venting Height: Equal Unit Type: Complete Unit Performance Option: Standard Exterior Material Type: Clad Wood Type: Pine Edition: Style Actual Base Frame Depth: 5-in Actual Base Wall Depth: 3 11/16-in	
0001 Size = 47-in W x 47-in H			



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**WAIVER OF STATUTORY TIME PERIOD FOR
CERTIFICATE OF APPROPRIATENESS**


WHEREAS, county and city ordinances require the Historic Preservation Commission of South Bend and St. Joseph County (the "Commission") to consider my application for a certificate of appropriateness within forty-five (45) days after its filing; and

WHEREAS, the county and city ordinances require the Commission to issue a denial, if they choose to do so, within sixty (60) days of receipt of my application; and

WHEREAS, the undersigned, as applicant, has requested that the Commission delay its decision on my application.

THEREFORE, the applicant hereby consents to an extension of the time to act on my application to and including 90 days and accordingly waives any rights affected by the Commission's postponed consideration of my application.

I affirm under the penalties for perjury that the foregoing representations are true and correct to the best of my knowledge.



Applicant

2019-1108

COA Number

702 N. St. Joseph

Address of Property

Received: Historic Preservation Commission of South Bend and St. Joseph County
this 16th Day of December, 2019.



Historic Preservation Commission



NOV 08 2019 REC'D. 065635 MA

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: hpcbsjc@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: 11/8/2019 Application Number: 2019 — 1108

Past Reviews: YES (Date of Last Review) _____ NO

Staff Approval authorized by: _____ Title: _____

Historic Preservation Commission Review Date: _____

Local Landmark Local Historic District (Name) River Bend

National Landmark National Register District (Name) _____

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

Address of Property for proposed work: 702 N St Joseph St, South Bend, IN 46601
(Street Number—Street Name—City—Zip)

Name of Property Owner(s): Fengrong Ma Phone #: 5743107995

Address of Property Owner(s): 51340 Lake Pointe Ct, Granger, IN 46530
(Street Number—Street Name—City—Zip)

Name of Contractor(s): Robert Valdez Phone #: 5744406072

Contractor Company Name: Morningstar Installations and remodeling

Address of Contractor Company: _____
(Street Number—Street Name—City—Zip)

Current Use of Building: Single 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: Replace two windows with aluminum clad window in attic, gables on south and west roof. Pella lifestyle series windows. South gable will not be side-by-side smaller windows, rather a single double-hung.

Owner e-mail: mafengrong@hotmail.com and/or Contractor e-mail: _____

X [Signature] and/or X _____
Signature of Owner Signature of Contractor

[Back to Quote](#)



LOWE'S HOME CENTERS, LLC #200
 4660 GRAPE RD
 MISHAWAKA, IN 46545-8269
 USA
 (574) 272-0900



Project #: 599897762 Description: sos window quote
 Customer Name: FENGRONG MA
 Customer Phone: (574) 310-7995
 Customer Address: 929 WOODVIEW NORTH
 DRIVE
 CARMEL, IN 46032
 USA

Line Item	Product Code	Unit Price	Quantity	Total Price
Frame Size	Description			
0001 Size = 47-in W x 47-in H	Manufacturer: Pella (R) Lifestyle Series Package: No Package Division: Millwork Product: Windows Type: Double Hungs Manufacturer: Pella (R) Lifestyle Series Energy Star (R) Qualified Products Only: No - I would like to view all available product offering. Hinged Glass Panel Option: Without Hinged Glass Panel Product Family: Full Frame Pella Products Room Location: Other 1 Configuration: 2 Wide Actual Frame Width: 47-in Actual Frame Height: 47-in Fits Opening Width: 47 3/4-in Fits Opening Height: 47 3/4-in Operation / Venting: Double Hung Venting Height: Equal Unit Type: Complete Unit Exterior Material Type: Clad Wood Type: Pine Actual Base Frame Depth: 5-in Actual Base Wall Depth: 3 11/16-in Exterior Paint Grade: Standard EnduraClad Exterior Color: White Interior Finish: Unfinished	\$606.55	2	\$1,213.10

Glazing Type: Insulated
 Glass Strength: Annealed
 Insulated Glass Options: Low-E
 Low-E Glass Style: Advanced Low-E Insulating Glass
 Gas Filled: Argon
 High Altitude: Non High Altitude
 Glazing Lite Thickness: Standard Per Design
 Sash Lock: Cam-Action Lock
 Hardware Finish: Champagne
 Limited Opening Hardware: No Limited Opening Hardware
 Sash Lift: Order Sash Lift
 Sash Lift Shipping Options: Shipped Separate
 Sensor Option: No Integrated Sensor
 Screen Option: Full Screen
 Screen Color: White
 Screen Cloth: InView (TM)
 Screen Shipping Option: Shipped Separate
 Grille Type: No Grille
 Attachment Method: Foldout Fins
 Attachment Method Application: Factory Applied
 Actual Jamb Extended Wall Depth: 4 9/16-in
 Wall Depth Application: Factory Applied
 Is This A Remake?: No
 Lead Time: 24 Days
 Item Number: 89144

***This price reflects a 15% Off Promotion on SOS Pella
 (R) Windows & Patio Doors - 10/10/19 to 10/30/19***

This quote is good 10/10/19 to 10/30/19.

Project Total: \$1,213.10

Salesperson: BRUCE TALIAFERRO (S0200BT1)

Accepted by: _____

Date: 10/29/2019

[Print Detailed Quote](#)

This quote is an estimate only and valid for 30 days on all regularly priced items. For promotional items please refer to the dates listed above. This estimate does not include tax or delivery charges. Estimated arrival will be determined at the time of purchase. All of the above quantities, dimensions, specifications and accessories have been verified and accepted by the customer.

From: [Adam Toering](#)
To: mafengrong@hotmail.com
Cc: [Steve Szaday](#); "[Elicia Feasel \(efeasel@southbendin.gov\)](mailto:efeasel@southbendin.gov)"
Subject: 702 N St Joseph
Date: Tuesday, November 20, 2018 3:33:00 PM
Attachments: [Window Replacement Resources REPLACEMENT ONLY 2018.pdf](#)

Fengrong,

Last night, the Commission asked that you research additional window manufacturers for an aluminum-wrapped custom-sized window that would allow you to retain the existing 'side-by-side' window format. Were you to find another company that offers that size of window, the Commission empowered myself or Elicia to allow for those windows to be 'approved' and subsequently installed.

Things for you to consider:

1. The Commission is supportive of **Aluminum-Clad** replacement windows, and they have empowered Elicia and I to review your selection. Aluminum-clad windows are considered the safest long-term investment for your property.
2. You will need to have your contractor confirm the dimensions of the windows to be replaced. I estimated that they were approximately 28" high by 10" wide. The actual dimensions may be different.
3. I would describe the existing windows as of a 'one over one, double hung' format. This means that each window has two individual 'sashes' that operate independent of each other (the upper sash can be lowered, the lower sash can be raised).

I have attached a document that lists window suppliers to this e-mail. I encourage you to contact the companies on the attached list with your desired material, window size, and format. It is entirely possible that the windows you require will need to be custom ordered. A number of companies offer aluminum-clad windows (Marvin, Anderson, Quaker, SEMCO, etc).

In the (unlikely) event that no manufacturer has an aluminum-clad window that will fit this project, you will need to go before the Commission to receive permission to replace the windows with something else.

If you have any questions, please don't hesitate to reach out to me. I've CC'd Steve and Elicia on this exchange, as well.

Adam Toering

Historic Preservation Specialist
Department of Community Investment
(574) 235-7478
atoering@southbendin.gov
City of South Bend
227 W. Jefferson Blvd., Ste. 1400
South Bend, IN 46601

From: [Adam Toering](#)
To: mafengrong@hotmail.com
Cc: [Steve Szaday](#); "[Elicia Feasel \(efeasel@southbendin.gov\)](mailto:efeasel@southbendin.gov)"
Subject: RE: 702 N St Joseph
Date: Monday, December 3, 2018 12:16:00 PM
Attachments: [Window Replacement Resources REPLACEMENT ONLY 2018.pdf](#)

Fengrong,

Just wanted to follow up with you to find out if there has been any developments since we last talked. For a summary of the Commission's request, please see the below message. The attached window information may be helpful.

Best,

Adam Toering

Historic Preservation Specialist
Department of Community Investment
(574) 235-7478
atoering@southbendin.gov
City of South Bend
227 W. Jefferson Blvd., Ste. 1400
South Bend, IN 46601

From: Adam Toering
Sent: Tuesday, November 20, 2018 3:34 PM
To: 'mafengrong@hotmail.com' <mafengrong@hotmail.com>
Cc: Steve Szaday <sszaday@southbendin.gov>; 'Elicia Feasel (efeasel@southbendin.gov)' <efeasel@southbendin.gov>
Subject: 702 N St Joseph

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Adam Toering

Historic Preservation Specialist
Department of Community Investment
(574) 235-7478
atoering@southbendin.gov
City of South Bend
227 W. Jefferson Blvd., Ste. 1400
South Bend, IN 46601



CITY OF SOUTH BEND

HISTORIC PRESERVATION COMMISSION



August 7, 2019

Ms. Fengrong Ma
51340 Lake Point Ct.
Granger, IN 46530

Dear Ms. Fengrong Ma,

The Commissioners, at the regularly scheduled monthly Historic Preservation Commission meeting held on November 13, 2018, conditionally approved Certificate of Appropriateness application #2018-1113A, which included the following application items:

“Change 5 (one) window around attic.”

In making its determination, the Historic Preservation Commission considered the appropriateness of the proposed construction, reconstruction, or alteration to the preservation of the historic landmark, specifically, and/or the Historic Preservation District, generally; the detriment to the public welfare if the proposed construction, reconstruction, or alteration were permitted even though it is not deemed appropriate; and the potential hardship that the denial of a certificate of appropriateness would cause the applicant.

Following is the record from the meeting concerning your project; including the motion for approval:

Commissioner Canada made a motion to approve COA #2018-1113A, that staff has the authority to approve if the applicant can find a similar window to replace the existing. If not, the applicant would come before the Commission.

Administrator Feasel clarified that the motion is for approval with conditions; the condition is that staff would approve the final design, a replacement of the existing window in either aluminum-clad or wood. Legal Counsel Kennedy clarified that if the condition is not met, the applicant will have to come back before the Commission with another replacement submission.

The clarified motion was seconded by Commissioner Gordon.

Four in favor, none opposed.

Vote: 4 – 0. Motion to approve COA #2018-1113A with conditions is passed.

Application #2018-0329 is approved with conditions.

MICHELE GELFMAN
PRESIDENT

A CERTIFIED LOCAL GOVERNMENT
OF THE NATIONAL PARK SERVICE

ELICIA FEASEL
HISTORIC PRESERVATION ADMINISTRATOR

CITY OF SOUTH BEND | HISTORIC PRESERVATION COMMISSION

Staff has received no correspondence from you or your designated representatives since the November meeting. On August 6th, 2019, the subject double-hung wood windows on the third floor of your property were removed and replaced with Jeld-Wen vinyl windows. The installed windows 1) are not of the style of the original windows, and 2) appear to be vinyl as opposed to aluminum clad or wood. The described windows do not satisfy the conditions of the November approval.

The Building Department was notified of the replacement of the windows on your property, as it was not in compliance with the conditions of the issued Certificate of Appropriateness.

The Historic Preservation Commission remains committed to preserving the built environment of the City of South Bend and unincorporated St. Joseph County.

Please contact this office for assistance, questions, or concerns.

Sincerely,



Elicia Feasel
Historic Preservation Administrator
efeasel@southbendin.gov



Adam Toering
Historic Preservation Specialist
atoering@southbendin.gov