

## STAFF REPORT



## HISTORIC DOWNTOWN ADVISORY COMMISSION

Village Green Municipal Building, Council Chambers

47 Hall Street

Thursday, June 17, 2021

6:30 P.M.

**1. CERTIFICATE OF APPROPRIATENESS**

Applicant: 3 Pillar Homes  
 Location: 67 Grace Dr S  
 Zoning: DB – Downtown Business District  
 Request: Review and approval of a proposed single-family residence.

Aerial Site Image: <https://goo.gl/maps/Vsy4zpJzD5UNPtX4A>

**Project Background**

This is an updated submittal for a request of approval for a new residential project on a parcel fronting Grace Drive South, immediately south of the Sharp Street Residence District. The site is ±0.965-acre and contains a floodway zone for Bartholomew Run on the western half of the property.

The Historic Downtown Advisory Commission reviewed and tabled this proposal on April 15, 2021. The applicant has since updated the plans, addressing comments made by the Commission, Staff, and the Architectural Advisor. Additionally, the applicant has submitted materials to the Board of Zoning Appeals to request a variance to the front yard setback. The variance request should not impact the review of this proposal by the Commission as the BZA has the ultimate authority of the siting of the structure on the lot. This Staff Report is an update of the previous; the previous Staff Report is attached.

**Proposal Overview**

The applicant is proposing a new ±3,148-square-foot, single-family residence. The home is proposed to include a lower level, as well as a first and second floor, with a height of 31'-6.5". The new plans also incorporate streetscape elements on the property, including a 5' wide sidewalk and street trees.

**Updates to the Submission**

According to the application, the design has been updated to include the following revisions based on the feedback from the Historic Downtown Advisory Commission:

1. Extension of the board and batten siding around the sides of the home.
2. Window mullions on the secondary elevations now match the primary elevation.
3. Removal of flanking windows to a single window above the main garage door.
4. Window sizes revised to meet vertical proportions more in line with the Powell Architectural Guidelines.
5. Front doors revised to ¾-lite to match the district's 'Alternative Doors for New Construction' options.

As stated above, the update proposal also incorporates streetscape elements as illustrated on the plot plan.

**Ordinance Review**

In accordance with the requirements of Codified Ordinance [1143.18\(a\)](#). It is the purpose of the Downtown District Overlay District (herein after referred to as the "Downtown District") to promote the public, health, safety, and welfare by providing for the regulation of the downtown area through a single, unified district. This district is created to permit the careful and coordinated physical planning, development, and redevelopment of the land, and to provide flexibility in the location of land uses, housing types, and intensity. This district shall preserve, protect, and promote the historical nature of downtown by pursuing development that encourages a mix of uses in a manner that is safe, pleasant, convenient, and in context with the history of the area. It is also the purpose of the Downtown District to:

- (1) Safeguard the heritage of the City by preserving sites and structures within the historic central core of the City that reflect the City's history and its architectural history.
- (2) Stabilize and improve property values.

- (3) Strengthen the economy of the City by promoting business development through the allowance of buildings that provide flexible commercial opportunities yet in keeping with the village scale and character.
- (4) Protect and enhance the City's attractions to residents and visitors.
- (5) Enhance the visual and aesthetic character, diversity, and interest of the City's history.
- (6) Foster civic pride in the beauty, human scale, and human details of the City's history.
- (7) Promote excellence in small town design, incorporating elements that are consistent with the existing character of the area.
- (8) Promote the use and preservation of historic sites and structures for the education and general welfare of the people of the City.
- (9) Preserve sound existing housing stock in the historic central area of the City and safeguard the residential scale of the district and the character of sub-areas that are primarily residential in character

In accordance with the requirements of Codified Ordinance 1143.18(i)(2). The Historic Downtown Advisory Commission shall be empowered to hear, review, approve, deny, and recommend modifications to proposals for Certificates of Appropriateness involving environmental changes within the district. Applications for Certificates of Appropriateness shall be judged using the adopted Downtown District Architectural Guidelines.

In accordance with the requirements of Codified Ordinance 1143.18(j)(3)(A). Any change in the outward appearance of a property within the Downtown District shall require approval of Certificate of Appropriateness by the Historic Downtown Advisory Commission if any change in the outward appearance of a property within the Downtown District results in one or more of the following:

- A. The plans call for not more than one new residential dwelling unit or addition of occupied space to an existing residential structure

In accordance with the requirements of Codified Ordinance 1143.18(k)(8). In ruling upon an application for a Certificate of Appropriateness, the Historic Downtown Advisory Commission shall consider the following:

- A. The adherence of the environmental change to the district's adopted standards and guidelines, as well as other requirements established in these sections, and
- B. The effect of the Historic Downtown Advisory Commission's decision upon the applicant.

### Staff Comments

Staff comments address the applicable sections of the [Powell Architectural Guidelines](#) (PAG). These architectural guidelines are the standard used for the issuance of Certificates of Appropriateness in the Historic District Overlay.

### Site Considerations:

- Roads and Drives (PAG, pg. 10)
  - "Drives should be the shortest length possible and the minimum width necessary."
  - "Gravel or brick is the preferred materials for residential drives, but asphalt, concrete, or tar and chips may be acceptable."
    - Proposed Drive: Concrete 12.00' wide drive at the right-of-way, expanding in width to accommodate for a three-car garage, about 81.5' in length.
    - Staff Comments: The material and width of the drive is appropriate.
- Sidewalks (PAG, pg. 11)
  - "In residential areas of the City, sidewalks should be set back from the edge of the road by a strip of grass. Curbs and gutters may be provided in these areas if necessary to ensure safety or proper storm drainage. Sidewalks in all areas of the Historic District should be concrete."
    - Proposed Sidewalks: 5' wide concrete sidewalk set back from the edge of the road by a

- strip of grass.
- Staff Comments: This guideline is met. The applicant worked with Staff following the April 15 review to determine the appropriate sidewalk width, material, and placement. Additional coordination will be required between the City's Engineering Department and the applicant before the sidewalk is installed.
- Setbacks (PAG, pg. 13)
  - "New construction should follow the setback lines appropriate to its location and purpose."
    - Proposed Setback: Front = 81.55'; North Side = 21.00'; South Side = 32.44'; Rear = 215.36'
    - Staff Comments: According to Code Section [1143.16.2\(g\)\(6\)](#) "where this district abuts a residential zone, side and rear yard spaces adjoining the residential zone shall be the same as for that residential zone". This property abuts the Residence District to the north. The property setbacks should be: Front = minimum of 20', maximum of 25'; North Side = 25'; South Side = 5'; Rear = 80'. As proposed, the home does not meet the required front and north side setbacks, however, the applicant has requested a variance to the front setback maximum, which will be reviewed by the Board of Zoning Appeals on July 1. Staff will work with the applicant to address the north side yard setback or a variance will need to be obtained.
- Lighting (PAG, pg. 13)
  - "Lighting fixtures should be simple Victorian or turn of the century in design, with round or egg-shaped globes on metal posts with minimal detailing."
  - "Contemporary lights which incorporate simple, round or oval globes and modest posts or brackets may be appropriate in the Historic District. Frosted globes should be used in all lights in the Historic District, as they will provide softer light than clear globes."
    - Proposed Lighting: Exterior lighting placed above the garage doors.
    - Staff Comments: Additional lighting information is needed. Staff requests lighting spec sheets for the exterior lighting.
- Landscaping (PAG, pg. 19)
  - "The planting of street trees is encouraged. Street trees should be planted approximately 25 feet apart and 3 to 4 feet from the sidewalk. It is recommended that the trees be planted in the lawn panels between the buildings and the sidewalk."
  - "Yards should be rural in character, and use native plantings. These should be primarily grass with trees and small beds of native cultivated or wild flowers."
    - Proposed Landscaping: The survey provided illustrates the addition of six (6) street trees placed approximately 25 feet apart, planted in the lawn between the sidewalk and the building.
    - Staff Comments: This guideline is met. The applicant is working with Staff to determine the correct placement and type of street trees.

#### Building Materials:

- Siding (PAG, pg. 32)
  - "The use of aluminum and vinyl siding in new construction or to replace existing wood siding should not be considered unless all other possible courses of action have been explored."
  - "Wood siding is a very appropriate material for new construction within the Historic District. Most of the types commonly used in the City are horizontal, with board widths of 4 to 5 inches."
    - Proposed Siding: Primed Smartside sw 7035 aesthetic white lap siding, and Primed Smartside sw 7035 aesthetic white board and batten.
    - Staff Comments: Natural materials are preferred per the PAG.
- Roofing Shingles (PAG, pg. 34)
  - In many cases, asphalt shingles, "are appropriate as replacements for slate, or for use on new construction."
  - "Asphalt shingles are now available in a variety of colors. Variated grays are the most

appropriate for use in the Historic District.”

- Proposed Roofing: Tamko Heritage Shingles in rustic black.
- Staff Comments: The proposed roofing meets the guidelines.

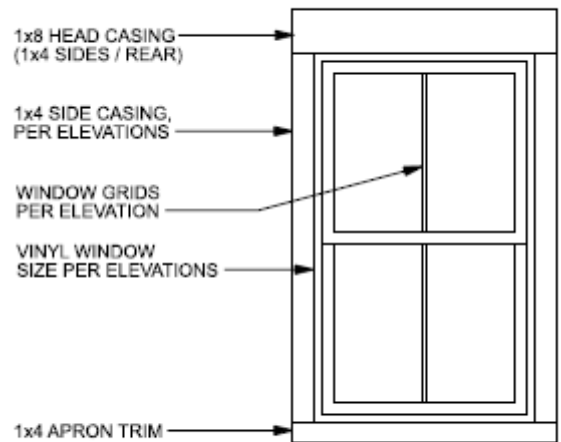
Massing:

- Roof – New Construction (PAG, pg. 38)
  - “New construction in the Historical District should use the roof forms and slopes typical to the City. These roof types should be used in an appropriate manner and location.”
  - “Gable roofs are most appropriate for new construction in the Historic District. Their breadth, length, and slope should be similar to those of existing gable roofs, as excessively wide, long or steeply pitched gables would not be appropriate.”
    - Proposed Massing: Gabled roof with dormers.
    - Staff Comments: The massing is consistent with the guidelines.

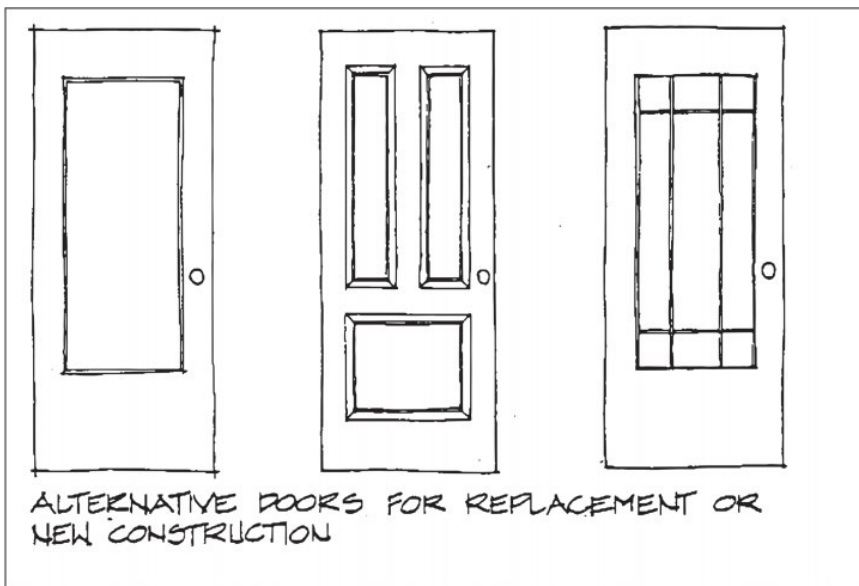
Architectural Elements:

- Windows (PAG, pg. 47)
  - “There are three basic types of windows which are historically correct within the Historic District, double-hung, ‘ribbon’ and fixed sash. The most common type of window in the City is double-hung, straight-topped, and has tall, thin proportions. These windows range from two to three times as tall as they are wide. Two-over-two or one-over-one pane divisions are typical.”
  - “New construction within the Historic District should use window types and proportions characteristic of Powell. Double-hung windows in tall, thin proportions are appropriate in almost all types of Powell buildings.”
    - Proposed Windows: See drawing set and window elevation provided.
    - Staff Comments: The applicant has updated the windows to meet the architectural guidelines.

ENLARGED WINDOW ELEVATION



NOTE: EXTERIOR DOOR TRIM SIMILAR



- Doors (PAG, pg. 57)
  - “Most buildings in Powell have a single front door, with simple trim which matched the window trim on the building. Typically doors are simple in design, with either four wood panels or a single glazed panel above a wood one.
  - “Doors used in new construction within the Historic District should be similar to those typically found in Powell. These doors should be simple in design, and generally vertical in proportion. Three or four paneled wood doors or doors with a glazed upper panel are appropriate. Doors with more than four wood panels or several small

panes of glass are generally too elaborate for the simple buildings typical of Powell. Modern flush doors are too simple and are not appropriate in the Historic District.”

- Proposed Doors: See drawing set, and note that exterior door trim is similar to the window elevation provided above.
- Staff Comments: The front door has been updated to match the alternative doors for new construction as outlined in the PAG. Although a double-door is proposed rather than a single-door, the style meets the guidelines.
- Porches (PAG, pg. 61)
  - “All new buildings constructed within the Historic District should have some type of porch element. These porches should reflect the types and styles of porches, which exist in Powell. Once again, exact duplication is not desirable. New or reconstructed porches should reflect the size, scale, and level of detail of the buildings to which they are attached.”
    - Proposed Porch: The applicant is proposing a covered porch.
    - Staff Comments: The porch is consistent with the guidelines.
- Gutters and Downspouts (PAG, pg. 68)
  - “Downspouts designed for replacement or new construction should be as unobtrusive as possible. They should be located on a side façade, far enough back to they will not interfere with any front façade detailing (like porches) or on a rear façade.”
  - “Aluminum downspouts may be used for replacement or new construction. In general, downspouts should be painted to match the base wall color of the building.”
    - Proposed Gutters & Downspouts: Black aluminum gutter and downspout. See drawing set for location.
    - Staff Comments: The gutters and downspouts meet the guidelines.
- Painting and Colors (PAG, pg. 70)
  - “In general, colors used in the Historic District should be muted, dark, and earth-toned. Livelier colors should be limited to trim, or one accent piece, such as a door. Avoid extremely bright, pure colors, or using two colors of the same intensity.”
    - Proposed Colors: The proposed siding color and trim is aesthetic white, with rustic black roof shingles, and black garage doors. The gutters and down spouts, windows and grids are proposed to be black.
    - Staff Comments: Although white buildings do exist in the Historic District, the paint colors are not necessarily consistent with the guidelines, as white is a bright, pure color. The applicant should work with Staff to determine appropriate colors, and reference the [Historic District Color Palette Examples](#) when choosing colors.

#### Staff Recommendation

Staff recommends approval of a Certificate of Appropriateness with the following conditions:

1. The applicant get final approval from Staff for the streetscape design, including but not limited to the sidewalk location, street tree location, and street tree type.
2. If the Board of Zoning Appeals does not grant a variance to the maximum front yard setback, the applicant must come back to the Historic Downtown Advisory Commission for approval of an updated design.
3. All Commission, Staff, and Architectural Advisor comments are addressed.

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## CERTIFICATE OF APPROPRIATENESS REVIEW – April 15, 2021

### Project Background

This is a new submittal for a residential project on a parcel fronting Grace Drive South, immediately south of the Sharp Street Residence District. The site is ±0.965 acres and contains a floodway zone for Bartholomew Run on the western half of the property.

### Proposal Overview

The applicant is proposing a new single-family residence with a ±3,148 square foot home. The home is proposed to include a lower level, as well as a first and second floor, with the height of 31'-6.5".

### Ordinance Review

In accordance with the requirements of Codified Ordinance [1143.18\(a\)](#). It is the purpose of the Downtown District Overlay District (herein after referred to as the "Downtown District") to promote the public, health, safety, and welfare by providing for the regulation of the downtown area through a single, unified district. This district is created to permit the careful and coordinated physical planning, development, and redevelopment of the land, and to provide flexibility in the location of land uses, housing types, and intensity. This district shall preserve, protect, and promote the historical nature of downtown by pursuing development that encourages a mix of uses in a manner that is safe, pleasant, convenient, and in context with the history of the area. It is also the purpose of the Downtown District to:

- (10) Safeguard the heritage of the City by preserving sites and structures within the historic central core of the City that reflect the City's history and its architectural history.
- (11) Stabilize and improve property values.
- (12) Strengthen the economy of the City by promoting business development through the allowance of buildings that provide flexible commercial opportunities yet in keeping with the village scale and character.
- (13) Protect and enhance the City's attractions to residents and visitors.
- (14) Enhance the visual and aesthetic character, diversity, and interest of the City's history.
- (15) Foster civic pride in the beauty, human scale, and human details of the City's history.
- (16) Promote excellence in small town design, incorporating elements that are consistent with the existing character of the area.
- (17) Promote the use and preservation of historic sites and structures for the education and general welfare of the people of the City.
- (18) Preserve sound existing housing stock in the historic central area of the City and safeguard the residential scale of the district and the character of sub-areas that are primarily residential in character

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- B. The plans call for not more than one new residential dwelling unit or addition of occupied space to an existing residential structure

In accordance with the requirements of Codified Ordinance 1143.18(k)(8). In ruling upon an application for a Certificate of Appropriateness, the Historic Downtown Advisory Commission shall consider the following:

- C. The adherence of the environmental change to the district's adopted standards and guidelines, as well as other requirements established in these sections, and
- D. The effect of the Historic Downtown Advisory Commission's decision upon the applicant.

## Staff Comments

Staff comments address the applicable sections of the [Powell Architectural Guidelines](#) (PAG). These architectural guidelines are the standard used for the issuance of Certificates of Appropriateness in the Historic District Overlay.

### Site Considerations:

- Roads and Drives (PAG, pg. 10)
  - “Drives should be the shortest length possible and the minimum width necessary.”
  - “Gravel or brick is the preferred materials for residential drives, but asphalt, concrete, or tar and chips may be acceptable.”
    - Proposed Drive: Concrete 12.00’ wide drive at the right-of-way, expanding in width to accommodate for a three-car garage, about 81.5’ in length.
    - Staff Comments: The material and width of the drive is appropriate. Refer to the below front setback comments for drive length, as the setback minimum would shorten the drive.
- Sidewalks (PAG, pg. 11)
  - “In residential areas of the City, sidewalks should be set back from the edge of the road by a strip of grass. Curbs and gutters may be provided in these areas if necessary to ensure safety or proper storm drainage. Sidewalks in all areas of the Historic District should be concrete.”
    - Proposed Sidewalks: No sidewalks are proposed.
    - Staff Comments: Staff recommends the addition of a sidewalk that complies with the guidelines. The applicant should work with Staff to determine the appropriate placement.
- Setbacks (PAG, pg. 13)
  - “New construction should follow the setback lines appropriate to its location and purpose.”
    - Proposed Setback: Front = 81.55’; North Side = 21.00’; South Side = 32.44’; Rear = 215.36’
    - Staff Comments: According to Code Section [1143.16.2\(g\)\(6\)](#) “where this district abuts a residential zone, side and rear yard spaces adjoining the residential zone shall be the same as for that residential zone”. This property abuts the Residence District to the north. The property setbacks should be: Front = minimum of 20’, maximum of 25’; North Side = 25’; South Side = 5’; Rear = 80’. As proposed, the home does not meet the required front and north side setbacks. The home should be positioned closer to Grace Dr to meet the 25’ setback maximum, and it should be moved 4’ farther south to allow for a 25’ side setback from the Residence District.
- Lighting (PAG, pg. 13)
  - “Lighting fixtures should be simple Victorian or turn of the century in design, with round or egg-shaped globes on metal posts with minimal detailing.”
  - “Contemporary lights which incorporate simple, round or oval globes and modest posts or brackets may be appropriate in the Historic District. Frosted globes should be used in all lights in the Historic District, as they will provide softer light than clear globes.”
    - Proposed Lighting: Exterior lighting placed above the garage doors.
    - Staff Comments: Additional lighting information is needed. Staff requests lighting spec sheets for the exterior lighting.
- Landscaping (PAG, pg. 19)
  - “The planting of street trees is encouraged. Street trees should be planted approximately 25 feet apart and 3 to 4 feet from the sidewalk. It is recommended that the trees be planted in the lawn panels between the buildings and the sidewalk.”
  - “Yards should be rural in character, and use native plantings. These should be primarily grass with trees and small beds of native cultivated or wild flowers.”
    - Proposed Landscaping: Proposed landscaping was not provided in the submission.
    - Staff Comments: Staff requests additional landscaping material.

**Building Materials:**

- Siding (PAG, pg. 32)
  - “The use of aluminum and vinyl siding in new construction or to replace existing wood siding should not be considered unless all other possible courses of action have been explored.”
  - “Wood siding is a very appropriate material for new construction within the Historic District. Most of the types commonly used in the City are horizontal, with board widths of 4 to 5 inches.”
    - Proposed Siding: Primed Smartside sw 7035 aesthetic white lap siding, and Primed Smartside sw 7035 aesthetic white board and batten.
    - Staff Comments: Natural materials are preferred per the PAG.
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  - In many cases, asphalt shingles, “are appropriate as replacements for slate, or for use on new construction.”
  - “Asphalt shingles are now available in a variety of colors. Variated grays are the most appropriate for use in the Historic District.”
    - Proposed Roofing: Tamko Heritage Shingles in rustic black.
    - Staff Comments: The proposed roofing meets the guidelines.

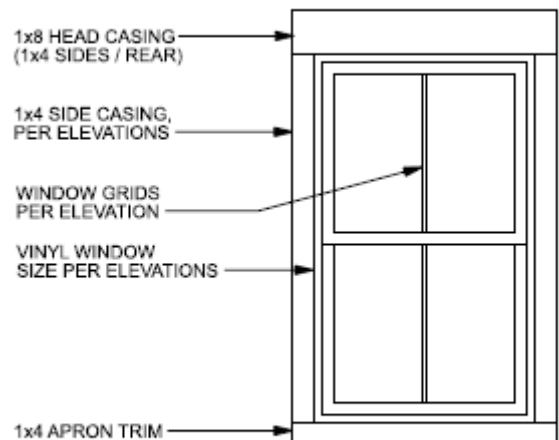
**Massing:**

- Roof – New Construction (PAG, pg. 38)
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  - “Gable roofs are most appropriate for new construction in the Historic District. Their breadth, length, and slope should be similar to those of existing gable roofs, as excessively wide, long or steeply pitched gables would not be appropriate.”
    - Proposed Massing: Gabled roof with dormers.
    - Staff Comments: The massing is consistent with the guidelines.

**Architectural Elements:**

- Windows (PAG, pg. 47)
  - “There are three basic types of windows which are historically correct within the Historic District, double-hung, ‘ribbon’ and fixed sash. The most common type of window in the City is double-hung, straight-topped, and has tall, thin proportions. These windows range from two to three times as tall as they are wide. Two-over-two or one-over-one pane divisions are typical.”
  - “New construction within the Historic District should use window types and proportions characteristic of Powell. Double-hung windows in tall, thin proportions are appropriate in almost all types of Powell buildings.”
    - Proposed Windows: See drawing set and window elevation provided.
    - Staff Comments: The windows on the front elevation are appropriate, with the exception of the windows above the garage, and the small window above the front doors. Several windows on the north and south elevation do not meet the proportions of the guidelines. Staff recommends the applicant work with the Architectural Advisor and Staff to rectify.
- Doors (PAG, pg. 57)

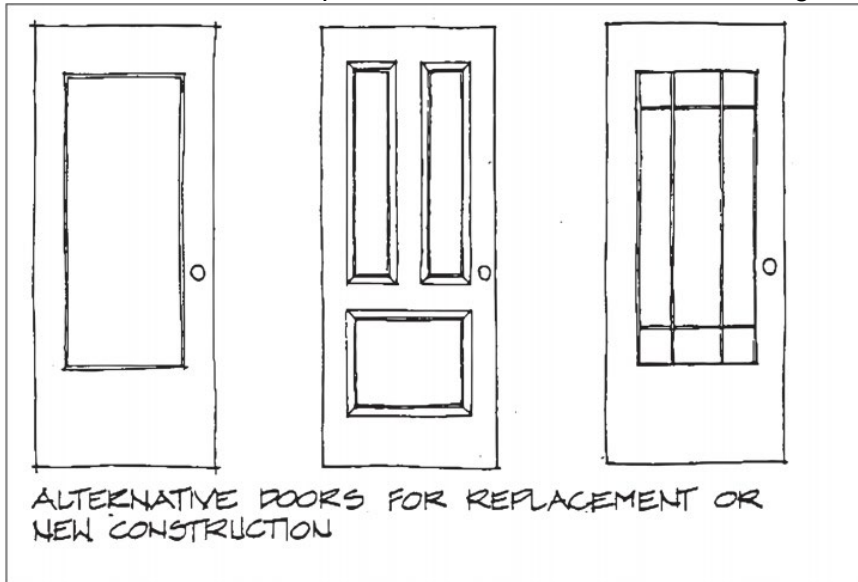
**ENLARGED WINDOW ELEVATION**



NOTE: EXTERIOR DOOR TRIM SIMILAR



- “Most buildings in Powell have a single front door, with simple trim which matched the window trim on the building. Typically doors are simple in design, with either four wood panels or a single glazed panel above a wood one.
- “Doors used in new construction within the Historic District should be similar to those typically found in Powell. These doors should be simple in design, and generally vertical in proportion. Three or four paneled wood doors or doors with a glazed upper panel are appropriate. Doors



with more than four wood panels or several small panes of glass are generally too elaborate for the simple buildings typical of Powell. Modern flush doors are too simple and are not appropriate in the Historic District.”

- Proposed Doors: See drawing set, and note that exterior door trim is similar to the window elevation provided above.
- Staff Comments: The front door is not consistent with the guidelines, as the proposed door is not a single front door, but a double, and the design contains two wood panels with glazing above, rather than the typical four wood panel design or single glazed panels above a wood one.

- Porches (PAG, pg. 61)
  - “All new buildings constructed within the Historic District should have some type of porch element. These porches should reflect the types and styles of porches, which exist in Powell. Once again, exact duplication is not desirable. New or reconstructed porches should reflect the size, scale, and level of detail of the buildings to which they are attached.”
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    - Proposed Colors: The proposed siding color and trim is aesthetic white, with rustic black roof shingles, and black garage doors. The gutters and down spouts, windows and grids are proposed to be black. The front door color is to be determined.
    - Staff Comments: The paint colors are not consistent with the guidelines, as white is a bright, pure color. The applicant should work with Staff to determine appropriate colors, and reference the [Historic District Color Palette Examples](#) when choosing colors.

### Architectural Advisor Comments

- While the home does only have board and batten on the front elevations, the use of the fiber cement siding on the other (3) sides is appropriate. The batten treatment should also be considered on all (4) elevations.
- The North and South Elevations are lacking four-sided architecture. Additional fenestration or detailing on these facades is requested.
- In addition to the provided materials document, a rendered sample board would be beneficial.
- Additional information needs to be provided for the gutters, and they will need to adhere to the historic district guidelines.
- Overall, the structure appears to align with the historic district in terms of scale, lighting, and material usage.

### Staff Recommendation

Staff recommends approval of a Certificate of Appropriateness with the following conditions:

4. The home is located to meet all setback requirements in the Zoning Code.
5. All Commission, Staff, and Architectural Advisor comments are addressed.