MEMORANDUM

TO: City Council
FROM: Sarah Hanzel, Planning Projects Division Manager
DATE: September 20, 2021
RE: Request for City approval to replace historic windows on a contributing structure in the West Boulevard Historic District located at 920 Fairview Street (21RS011)

The property owner of 920 Fairview Street has applied for a permit to replace ten historic windows at 920 Fairview Street. The project information is included with the linked attachments. The State Historic Preservation Office (SHPO) provided comments in their letter dated August 17, 2021 stating “The removal of historic windows will encroach upon, damage, or destroy a historic property which is including on the National and State Registers of Historic Places; however, it appears that there are no feasible and prudent alternatives to the proposal and that the proposal includes all possible planning to minimize harm to the historic resource.”

By State Law, the City has the final decision on issuing permits for historic property. If the City issues a permit for a project that will adversely affect a historic structure, the governing body must make a written determination based upon the consideration of all relevant factors, that there is no feasible and prudent alternative to the proposal, and that the project includes all possible planning to minimize harm to the historic property. This determination must be sent to the SHPO office by certified mail.

The Historic Preservation Commission reviewed this project at their meeting on September 8, 2021. The Commission agreed there are no feasible and prudent alternatives to the proposal and the proposal includes all possible planning to minimize harm to the historic structure. The relevant factors for this determination acknowledge economic practicability and include: the existing windows do not function properly and display signs of deterioration, and the proposal seeks to replicate the original design and dimensions of the historic features being removed, where the historic dimension is being altered it is not located on the primary façade, and the historic trim will be preserved or replaced in-kind.

RECOMMENDATION: The Historic Preservation Commission recommends approving the request, noting the factors outlined above.