



# LANDMARKS BOARD

CITY OF SPRINGFIELD  
P.O. BOX 8368  
SPRINGFIELD, MISSOURI 65801  
417-864-1031

City of Springfield

## INTEROFFICE MEMORANDUM

DATE: February 26, 2016

RE: Landmarks Board Meeting

Please, find attached the agenda for the Landmarks Board meeting on **March 2, 2016**. No tour is being offered.

*Michael Sparlin*  
Michael Sparlin  
Senior Planner

# Landmarks Board

City of Springfield - Historic City Hall - Council Chambers  
830 Boonville Avenue

March 2, 2016

5:30 p.m.



**Vacant**  
*Real Estate Representative*

**David Eslick**  
*Historian Representative*

**Len Eagleburger**  
*At-Large Representative*

**Gary Bishop**  
*Walnut Street Representative*  
**Chair**

**Vacant**  
*Architect Representative*

**Nancy Crandall**  
*At-Large Representative*  
**Vice-Chair**

**Paden Chambers**  
*Commercial Street Representative*

**Kent Brown**  
*Mid-Town Representative*

**Justin Stanek**  
*At-Large Representative*

- I Roll Call**
  - II Minutes**
    - A. February 3, 2016**
  - III Unfinished Business**
    - A. Certificate of Appropriateness**
      - 1. 1033 E. Walnut - Install new detached sign and wall signs**
    - B. Certified Local Government Review**
      - 1. Timmons Temple National Nomination**
    - C. Pre-Application Review (none)**
  - IV New Business**
    - A. Certificates of Appropriateness**
      - 1. 536 E. Tampa - Install new windows**
      - 2. 312 + . Commercial - Construct rear addition**
    - B. Certified Local Government Review (none)**
    - C. Pre-Application Review (none)**
    - D. Local Historic Site Nomination Review (none)**
- V Communications**
- VI Reports**
  - A. Report on committees (none)**
    - 1. Application (none)**
    - 2. Demolition**
    - 3. Historic Sites and Districts**
      - a. Mid-Century Modern – Potential Historic Structures**
      - b. Ozarks Rock Structures Survey**
      - c. Walnut Street Identification Signage**
    - 4. Communications (none)**
    - 5. Awards and Recognition**
      - a. Preservation Month Awards and Activities**
    - 6. Design Guidelines (none)**
  - B. Administrative approval of C of A's (none)**
- VII Any other matters that fall under the jurisdiction of the Board**
- VIII Adjournment**

**Note:** In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting.

## MINUTES OF THE LANDMARKS BOARD

**DATE:** February 3, 2016

**TIME:** 5:30pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: Gary Bishop, (Chair) Nancy Crandall (Vice-Chair), Kent Brown, David Eslick, Paden Chambers, Len Eagleburger, and Justin Stanek. Absent: None Staff members: Michael Sparlin, Senior Planner and Duke McDonald, Assistant City Attorney.

### **ROLL CALL:**

**APPROVAL OF MINUTES:** The minutes of January 6, 2016 were approved unanimously.

### **UNFINISHED BUSINESS**

Certificate of Appropriateness: None

Certified Local Government Review: Timmons Temple is being reviewed.

Pre-Application Review: None

Walnut Street Historic District Letter and Identification Signage:

Mr. Sparlin went through a brief history of the historic district signage on the east side of National and stated that the board wants to send out a letter to the residents notifying that they live within the historic district and also let them know about March 3rd meeting regarding the ideas for the signage.

Eric Claussen, Public Works Traffic Engineer and Martin Gugel, Public Works Assistant Director both spoke.

Mr. Claussen stated that they have put street name signs in other historic district areas and are aware of the request for designation, however they need to be careful of what is put in the right-of-way.

Mr. Gugel stated that Public Works needs to remain consistent and has been using the street name signs with the brown color with a logo/marker. Public Works has to look at regulatory warning and informational signs and balance out without getting sign clutter.

Mr. Eslick noted that residents on the west side of National were wanting a sign like the size of the Historic Walnut Street sign designating that they are in the Historic Walnut Street East, etc.

Mr. Gugel stated that Public Works needs to remain consistent with the different districts, however they have placed a sign on the traffic signal at Kimbrough and Walnut, and may be able to do the same thing at National and Walnut, but cannot put a sign at Walnut and Glenstone because it belongs to MoDOT. Property owners can have signs placed behind the right-of-way on their property if they want.

Mr. Sparlin suggested that the Board draft a letter to the residents inviting them to the March 3, 2016 meeting.

Mr. Eslick stated that he would draft a letter that can be sent out to the residents.

## **NEW BUSINESS**

Certificate of appropriateness:

**1041 E. Walnut:** Judy Cline, 1041 E. Walnut, Child Advocacy Center would like to replace soffit, fascia and install new gutters, replace dormer soffit, fascia, and replace dormer siding and remove the 6 inch crown molding behind existing gutters and cut small portion of roof deck and single to allow secure attachment of gutters.

Mr. Brown asked about the roof line above the crown molding and was told that they are shortening the roof by one shingle tab.

Mr. Eslick asked if the architectural crown molding was the original on the house.

Mr. Paden stated that the guttering was obviously not original with the house and stated that it was a safety issue from leaks and ice buildup and that the building needs guttering.

Mr. Bishop closed the public meeting.

Motion from David Eslick with a statement that the current guttering is a safety factor and seconded from Paden Chambers. The motion carried as follows: Unanimously. Nays: None. Abstain: None. Absent: None

**1033 E. Walnut:** Tim Harris, 505 N. Glenstone Avenue, Pinnacle Sign Group are wanting to update the monument sign out front and put two wall signs (front and back of the building). The monument masonry sign matches the brick of the house as well as the accent molding and proposes a wall sign on the front of the building and one for the back and wants to improve the lighting for the front and back of the house by using lumination lighting. He stated that when they first made the application they overlooked the UCD guidelines and initially made the design based upon the Walnut Street guidelines (Mr. Harris passed out new sketches of the proposed signs). The Childhood Advocacy Center key points were elements of security and durable. The sign face is not wood, not plastic, but is heavy duty aluminum. The second element was to improve the lighting. The Child Advocacy Center does do after hours work and the front of the house is fairly dark. The signs being illuminated would add an element of lighting and security. Also the overall design/logo incorporating the child with the kite provides an atmosphere of warmth and would be inviting for the children since the house is older and this portrays an image of happiness.

Mr. Harris states they amended the sign to meet the Western District criteria, the height being 5 foot. The square footage on the sign will be slightly over the 16 inches allowed and asks that

the board for allowance to be over the limit and to basically give us the background to give the atmosphere of what we are trying to accomplish message from the sign.

Mr. McDonald states that the Landmarks Board has jurisdiction on what is appropriately historically, but cannot change the rules on the size of the sign, that would have go through Building Development Services.

Mr. Harris understands that Building Development Services would have to approve for the size allowance, but before Building Development Services would even consider it, would have to have the blessing from the Landmarks Board. The actual Building Development Services terminology, what they are looking at, is the effect sign area, that is where I have broken down the square footage allowances and came up with using the Child Advocacy Center and Betty and Bobby Allison terminology and the child and kite area, we are at 18.8 square feet. By working with the Child Advocacy Center and asking this board to consider is the difference of what we are trying to do. This is not advertising in the traditional manner, we are not trying to sell more burgers and not trying to bring in more clientele. We trying to create an atmosphere of warmth and welcome for a child.

We have proposed wall signs on the front (south elevation) and the back (north elevation), with two options for the north location. The wall signs are for the front and back entrances to the building. The back entrance will be used because of the size and location of the parking lot and the front to identify where children/people/parents would go for entrance. At this current time, the back elevation there is very little for identification as an entrance. Option A is above three windows and Option B is over on the white element of the building on the left. We have tried to match the colors of the signs (both wall and monument) to the existing colors of the house and the architectural element to the monument sign are there to match as much of the architectural elements of the house. We are asking for allowances upon these things.

Mr. Eslick stated that the sign over the door is too big and is bigger than it should be and also looking at the other signs on Walnut Street will it not fit in with the rest of the signs. He stated that he likes the idea of the signs being kid friendly.

Mr. Harris stated that is what their primary purpose is.

Mr. Eslick asked if the sign sides could be smaller than 24 inches.

Mr. Harris states that a lot of the oversize is the background areas and create an atmosphere of depth. They have done different renderings and states that it loses the impact and again stated that they are not advertising to sell more burgers or more clients, this is the first impression a child, who needs the Child Advocacy Center, will see and for that purpose, we are maximizing the impact. Along Walnut Street there are several signs that are good size, i.e., the Thai Restaurant.

Mr. Bishops states that the Thai Restaurant sign is in non-compliance.

Mr. Harris continued to state other signs, i.e., The University Plaza landscaping wall-sign, which is out of the district, but right on the edge and there is some precedence of having larger signs in the area.

Mr. Eslick stated that it needs to stay within the 16 square foot due to precedence within the Walnut Street area.

Mr. Harris that they can shrink the sign.

Mr. Bishop stated that he really likes the design of the art and whimsical nature and thinks it adds an element of differentness and knows that the interior guidelines warn against a certain sameness developing in the signage. He stated the issue is with the scale of it and not necessarily the 16 square foot limitation but the profile is larger and thicker than it should be. He would like it to be shrunken down. He also stated that the sign over the door (south elevation) is redundant and doesn't understand the need for it. The back sign is fine.

Mr. Harris asked if the wall sign (south elevation) was reduced, would that elevate some of the concerns. Since the Child Advocacy Center now has two buildings, having a sign over the door is important to direct client traffic.

Mr. Bishop stated that the monument sign is really a matter of taste and scale, but the sign on the front (south elevation) really effects the architectural lines of the building and that is more the essence of what this board is about and maintaining the integrity in this neighborhood and that is why I object to it as well as changes the system of way people use signage on this street.

Ms. Crandall agrees that the sign over the door is redundant and takes away from the building. It is too big and takes away building and does not know why it is lit up at night and asked if this was a 24 hour building.

Barbara Brown-Johnson, 1033 E. Walnut, Child Advocacy Center stated that employees do come in sometimes or stay late to work cases and that family comes in the front door.

Ms. Crandall asked about the lighting in front of the building.

Mr. Eslick replied that they wanted the sign to direct them to the correct building and door.

Ms. Crandall asked about the monument sign and asked if it would direct them to the building.

Mr. Harris states that the monument sign will be between the two buildings (1033 & 1041 W. Walnut) on the west side the driveway and states the door sign will be able to direct people to the correct building.

Mr. Eslick and Ms. Crandall asked about resizing and taking off some of the language on the wall sign (south elevation).

Mr. Darren Pearce, 505 N. Glenstone Avenue, Pinnacle Sign Group states that the door sign can be reduced in size and some of the language to be able to show the decorative door archway and columns. He notes that having light-emitting diode (LED) lighting is a need for the monument as well as the front door sign due to the lack of current lighting at both addresses.

Mr. Stanek expresses his concern of the wall sign.

Mr. Eslick stated that he believes the monument sign should a different type of sign because all of the signs (Walnut Street) are alike, but with a narrower profile.

Mr. Harris states that they will resubmit the design.

Mr. Bishop stated that some of the issues for approval will be the sign over the front door unless it maintains the architectural integrity. He states that they are no other structures on Walnut Street with an over-the-door sign and stated his concern.

Mr. Sparlin showed a street elevation of the buildings with the approximate location of the monument sign.

Barbara Brown-Johnson, 1033 E. Walnut, Child Advocacy Center noted that people sometimes have problems with identifying the correct building to enter and noted that if they were not allowed a wall sign on the back of building that they would have lights installed instead.

Mr. Sparlin stated that staff recommends tabling this request in order to follow correct procedure of going through the sign permit review with Building Development Services. At this time there are denials on the monument (because of size) and the wall signs (premises are only allowed one wall sign) by Building Development Service.

Mr. Bishop closed the public hearing.

Motion to table **1033 W. Walnut** from Nancy Crandall and seconded from Len Eagleburger. The motion carried as follows: Unanimously. Nays: None. Abstain: None. Absent: None

Certified Local Government Review: None

Pre-Application Review: None

Local Historic Site Nomination Review: None

## **COMMUNICATIONS**

Mr. Sparlin reported on the two nominations, the KGBX Radio Station (605 Boonville Avenue) and the 1955 Better Homes and Gardens Idea House (1900 S. Saratoga Avenue) were approved by City Council on January 11, 2016 as local historic sites. Mr. Chambers and Mr. Eslick both represented the nominations.

Landmarks Board members are invited to a Springfield Cardinal's game in appreciation of their involvement on the committee on July 28, 2016.

Mr. Bishop would like to commend Mr. Chambers and Mr. Eslick for their appearance and participation at the City Council and their help in explaining the process of nominations for the local historic site.

**REPORTS - Report on Committees:**

Application: None

Demolition: Mr. Sparlin is reviewing them and will send out a list.

Historic Sites and Districts: None

Mid-Century Modern - Potential Historic Structures: Stephen Herzog, Springfield Newsleader will do an article on the two nominations.

Ozarks Rock Structures: Ms. Crandall reminded the committee of the 1st Friday Artwalk PowerPoint presentation and the Travel Log with the Brentwood Library is in June, however the library will closed for renovation, it will be at the Dan Kinney Community Center (2701 S. Blackman Road).

Awards and Recognition: Mr. Eslick will have ideas for discussion at the March meeting.

Design Guidelines: None

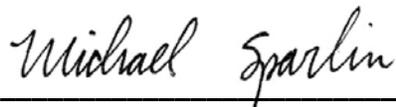
**Administrative approvals of C of A's:** None

**ANY OTHER MATTERS THAT FALL UNDER THE JURISDICTION OF THE BOARD**

Mr. Eagleburger noted that the Hawkins Mill Building has been demolished.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at approximately 6:40pm by the motion from Justin Stanek and seconded from Len Eagleburger. The motion carried as follows: Unanimously. Nays: None. Abstain: None. Absent: None



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Michael Sparlin  
for Executive Secretary



# Application for Certificate of Appropriateness

**\*\*E-PLANS INSTRUCTIONS\*\***

**\*\*PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION\*\***

1. Pre-apply online at:  
<https://www.springfieldmo.gov/payments/PLNPermitInfo.aspx?ptype=8005>
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only	
Date Filed:	
Received By:	
Review:	
<input type="checkbox"/>	Administrative
<input type="checkbox"/>	Landmarks Board

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

**We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.**

Signature(s):

Date:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please type or print name(s) clearly:

\_\_\_\_\_  
\_\_\_\_\_

**Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS**

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Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: \_\_\_\_\_

**APPLICANT INFORMATION:**

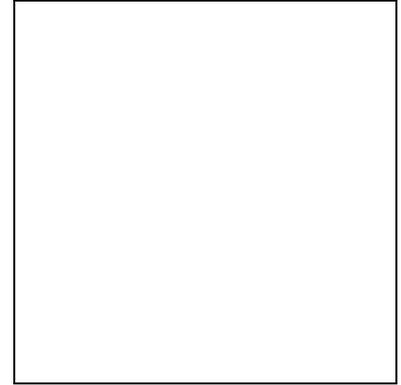
2. Name of current property owner: \_\_\_\_\_

If corporation: Corporate Official: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_



(Corporate Seal)

**3. AUTHORIZED REPRESENTATIVE:**

*(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):*

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Fax: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**4. BUILDING DEVELOPMENT SERVICES DISCUSSION:** *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)*

Date of discussion: \_\_\_\_\_

**NOTE:** The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

**Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION**

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Addition (1,2, 3, 7)             | <input type="checkbox"/> Handicapped Ramp (1, 2, 3)    | <input type="checkbox"/> Sidewalk (1, 3)              |
| <input type="checkbox"/> Awnings (2, 3, 4 or 5, 6)        | <input type="checkbox"/> New Construction (1, 2, 3, 7) | <input type="checkbox"/> Siding (3, 4 or 5)           |
| <input type="checkbox"/> Building Relocation (1, 2, 3, 7) | <input type="checkbox"/> Parking (1, 3)                | <input type="checkbox"/> Sign (1, 2, 3, 6)            |
| <input type="checkbox"/> Demolition (1, 2, 3, 7)          | <input type="checkbox"/> Porch (1, 2, 3)               | <input type="checkbox"/> Window (2, 3, 4 or 5, 6)     |
| <input type="checkbox"/> Door (2, 3, 4 or 5, 6)           | <input type="checkbox"/> Retaining Wall (1, 2, 3)      | <input type="checkbox"/> Archeological Site (1, 3, 8) |
| <input type="checkbox"/> Fence (1, 2, 3, 5)               | <input type="checkbox"/> Roof-New (3, 4 or 5, 7)       |   |
| <input type="checkbox"/> Guttering (2, 3, 4 or 5, 6)      | <input type="checkbox"/> Re-roof (3, 4)                |   |
| <br><input type="checkbox"/> Other (specify): _____       |  |   |

- |                                    |  |
|------------------------------------|--|
| 1 – Site Plans                     | 5 – Product literature                               |
| 2 – Elevations                     | 6 – Drawings   |
| 3 – Photographs                    | 7 – Exhibit C – Why proposed work should be approved |
| 4 – Sample of materials to be used | 8 – State historic Preservation Officer Comments     |

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

**NOTE:** An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

**Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED**

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*Please use this form only. Form may be photocopied. Please type or print.*

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

## INSTRUCTIONS FOR FILLING AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

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### Explanation of the Process

A Certificate of Appropriateness ensures that proposed work on the exterior of certain historic-designated properties conforms to the requirements established by that historic designation. A building permit cannot be issued for the proposed work until a Certificate of Appropriateness has been approved. Prior to submitting an application, you should discuss your project with Building Development Services to ensure you are not proposing something that violates the International Building Code. Even though you might receive a Certificate of Appropriateness from the Zoning & Subdivision Services staff or the Landmarks Board, the project must also comply with the International Building Code to receive a building permit.

For staff or the Landmarks Board to approve a Certificate of Appropriateness the following must be considered:

- A. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation;
- B. That the proposed work will be done in conformance with any design guidelines or standards that the Landmarks Board has established and adopted;
- C. For new construction, whether the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings;
- D. For demolitions:
  - the impact the proposed removal would have on the integrity and continuity of the Historic Landmark or Historic District of which it is part; and
  - the nature of the structure as a representative type; and
  - the condition of the structure from the standpoint of structural integrity and the extent of work necessary to stabilize the structure; and
  - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner; and
  - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- A. For archeological sites, the effect of the proposed project on the site and what actions are being undertaken to record and/or preserve the site.

### Completion of the Application

The application must be completed in full and signed by the property owner (unless a power of attorney is provided to staff) for the application to be considered complete. Exhibits A, B and C (if applicable) will be included with the staff analysis that will be sent to the Landmarks Board if the request cannot be approved administratively.

### Exhibit A

This exhibit provides basic information about the property and the applicant. If the applicant designates a representative and does not intend to attend the Landmarks Board meeting, it is important that the representative be able to commit to changes that may be suggested by the Board, otherwise the application may have to be table pending the applicant's response.

## Exhibit B

It is important that Exhibit B be thoroughly completed because it provides essential background information that is used in staff's analysis of the request and the Landmarks Board's basis for approval. The process will proceed much quicker if staff and the Landmarks Board have a clear understanding of the proposed work. If you think additional information may be helpful in approving a certificate, you may include that information. If staff or the Landmarks Board determine additional information is necessary, they will request it. This may result in a two week delay if the Landmarks Board must table the request to receive the additional information.

In order for Exhibit B to be considered complete, the supporting information listed after each work item must also be included with the application. If the specific work is not listed, staff can assist in determining what supplemental data needs to be provided with the application. All supplemental documents must be submitted on a page size no greater than 11 inches by 17 inches.

**Site Plans:** A site plan is an outline or bird's eye view of a lot showing all structures, including fences and patios. It shows property lines, adjoining streets and alleys, building dimensions, locations of driveways and parking areas, the number of feet structures are set back from property lines, a north arrow, and the scale of the drawing if it is done to scale. Where site plans are required, submit one for the existing condition and one for the proposed condition. For minor work, such as a new sidewalk, only one site plan showing both the existing and new conditions is sufficient. If the proposed work is attached to an existing building rather than freestanding (i.e., a new sign on the front of a building that fronts directly on the street), a site plan may not be necessary. An aerial photograph can be substituted for a drawn site plan provided there is a scale and it is adequately labeled.

**Elevations:** An elevation is a drawing showing the view of a single side of a building, giving the location of all doors, windows, awnings, sign channel, roof pitch, etc. and the scale of the drawing if it is drawn to scale. Show all sides affected by the proposed work. Where elevations are required, submit one for the existing condition and one for the proposed condition. Photographs may be substituted for elevation drawings provided all details can be seen (not obscured by plantings or other structures).

**Photographs:** Photographs showing the existing condition of the area of proposed work are required for all applications. For example, if awnings are proposed for installation over windows and doors, photographs must be submitted for each side of the structure where awnings will be installed. The photographs should generally be in color and can be from a film or digital camera printed at a suitable size to distinguish relevant details. For most applications, digitally manipulated photographs can also be submitted instead of elevation drawings to show how the proposed work will look when completed.

**Sample of materials to be used:** It is often helpful for the staff and Board to see an actual sample of the materials proposed to be used, i.e., shingles, siding, bricks. If a sample cannot be obtained, literature describing the product can usually be substituted.

**Product literature:** Product literature comes from the manufacturer and usually can be obtained from the distributor or your contractor. It provides a description of the materials proposed to be used and helps in determining the suitability of that material for the proposed application. A sample of the material to be used can usually be substituted for product literature.

**Drawings:** A drawing is an illustration of the proposed work, such as a sign or a window detail.

**State Historic Preservation Officer Comments:** For archeological sites, you must submit comments and recommendations of the State Historic Preservation Officer concerning the effect of the proposed project on the site and what action(s) should be undertaken to record and/or preserve the site.

Try to describe the proposed work as simply as possible, but be sure to describe all the work to be done. When replacing a material be sure to identify the existing and proposed material, for example, when re-roofing specify composition, wood, slate, tile, asphalt or steel.

### **Exhibit C**

Exhibit C is the applicant's primary opportunity to demonstrate why the Certificate of Appropriateness, for major alterations to historic structure or site, should be approved by the Landmarks Board. While Exhibit C may be included with any application, it is only required for the work indicated under Item 1, Exhibit B.

Suggested items of discussion for Why the Proposed Work Should Be Approved (Exhibit B) include.

- A. Explain how the proposed project conforms with the Secretary of Interior's Standards for Rehabilitation, including the following:
- Whether the property will be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
  - How the historic character of a property will be retained and preserved. (The removal of historic materials or alteration of features and spaces that characterize a property is discouraged.)
  - How the property will be maintained as a physical record of its time, place, and use. (Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, are discouraged.)
  - How changes that have occurred over time and acquired historic significance in their own right will be retained and preserved.
  - How distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
  - Plans to repair rather than replace deteriorated historic features. (Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features should be substantiated by documentary, physical, or pictorial evidence.)
  - How the surface cleaning of structures, if appropriate, shall be undertaken. (The gentlest means possible should be used. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials should not be used.)
  - How significant archaeological resources affected by a project will be protected and preserved. What mitigation measures shall be undertaken if such resources must be disturbed.
  - How new additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property. (The new work should be differentiated from the old but be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.)
  - How new additions and adjacent or related new construction will be undertaken so that if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired.
- B. Explain how the project conforms to local design guidelines or standards adopted by the Landmarks Board. Local

design guidelines generally take precedence over the Secretary of Interior's Standards for Rehabilitation. Local design guidelines have been adopted for the Commercial Street and Walnut Street Districts and the Mid-Town Neighborhood (historic sites only), and copies are available from the Zoning & Subdivision Services office.

- C. For new construction, discuss the extent to which the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings. It is not the intent to discourage contemporary architectural expression or to encourage the emulation of existing buildings or structures of historic or architectural interest in specific detail. Harmony or incompatibility is evaluated in terms of the appropriateness of materials, scale, size, height, and placement of a new building or structure in relationship to existing buildings and structures and to the overall setting.
- D. For demolitions, discuss.
- The impact the proposed removal will have on the integrity and continuity of the Historic Landmark or Historic District of which it is part.
  - The nature of the resource as a representative type or style of architecture, socio-economic development, historical association or other element of the original designation criteria applicable to such structure or site.
  - The condition of the resource from the standpoint of structural integrity and the extent of work necessary to stabilize the structure.
  - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner.
  - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- E. For archeological resources, discuss the effect of the proposed project on the site and what action(s) will be undertaken to record and/or preserve the site.

### **Deadlines for filing an Application**

The Zoning & Subdivision Services office accepts applications daily. If the application can be approved administratively, processing of the application will begin immediately. The Landmarks Board holds regularly scheduled meetings each month (contact the Zoning & Subdivision Services office for a current processing schedule). This application must be in the Zoning & Subdivision Services office no later than the application deadline date listed on the processing schedule (Generally 15 days prior to the meeting where the application will be considered). This application must be complete, or it will be returned to the applicant and will not be placed on the agenda.



Grey Logo Area: 41" x 41" = 11.67 sq. ft  
 Betty and Bobby Allison: 3" x 49" = 1.02 sq. ft.  
 CAC area: 9" x 39" = 2.44 sq. ft.  
 Total 15.13 sq.ft.

5FT. MAXIMUM HEIGHT   
 16SF MAXIMUM COPY

METAL TO BE BACKED WITH ACRYLIC  
 - VINYL 2nd SURFACE  
 - INTERNAL ILLUMINATION

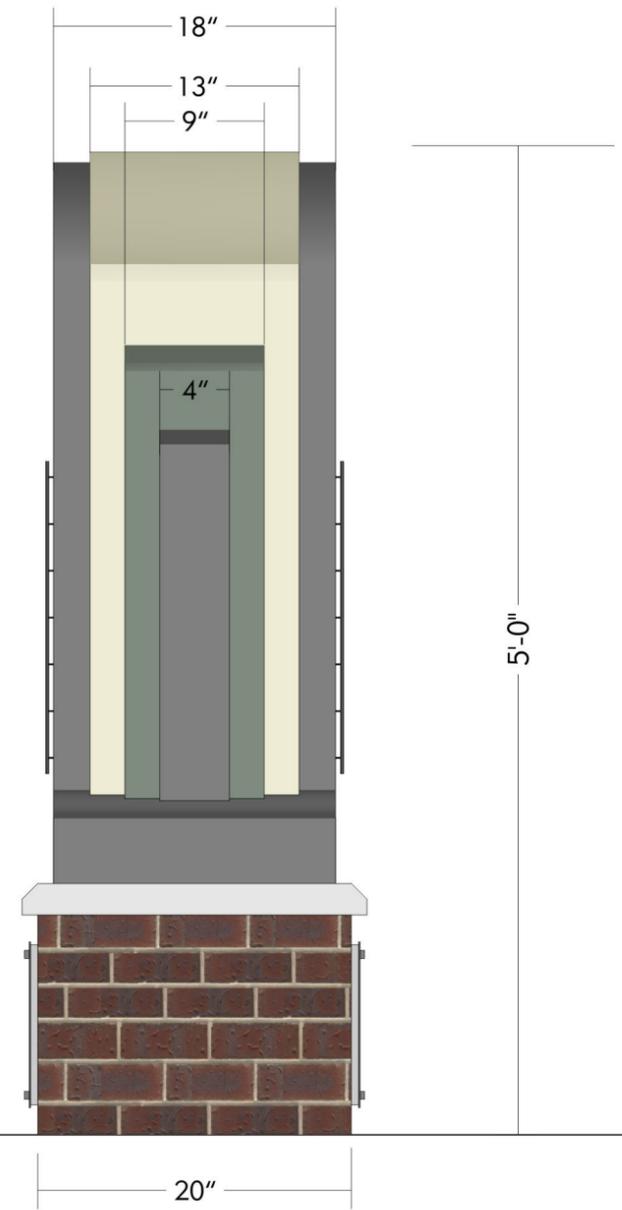
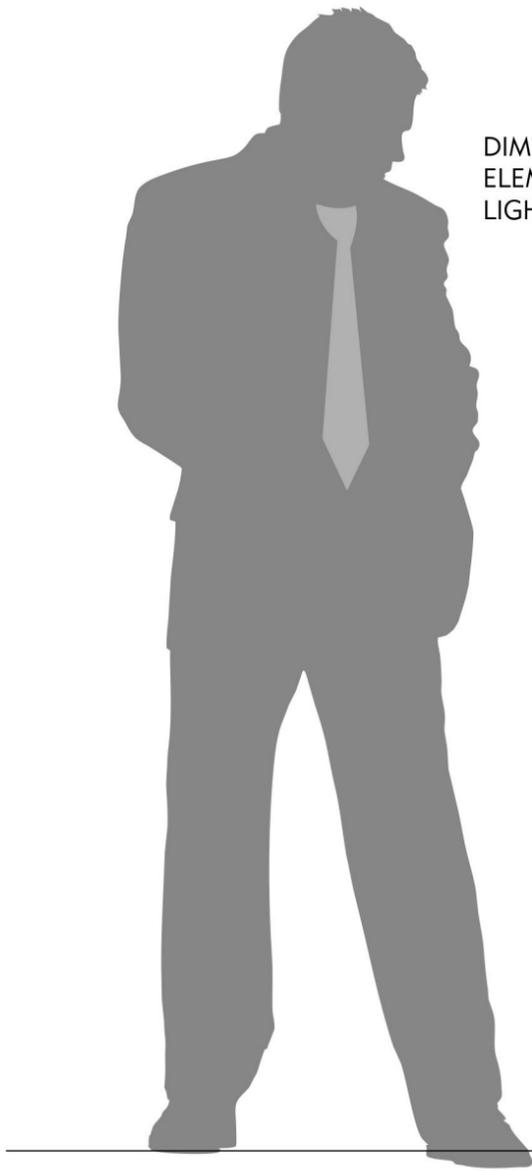
DIMENSIONAL ALUMINUM  
 ELEMENTS w/ CAST HALO  
 LIGHTING

.125" PAINTED ALUMINUM  
 ELEMENTS STOOD OFF FROM  
 BACK LIT ROUTED SURFACE

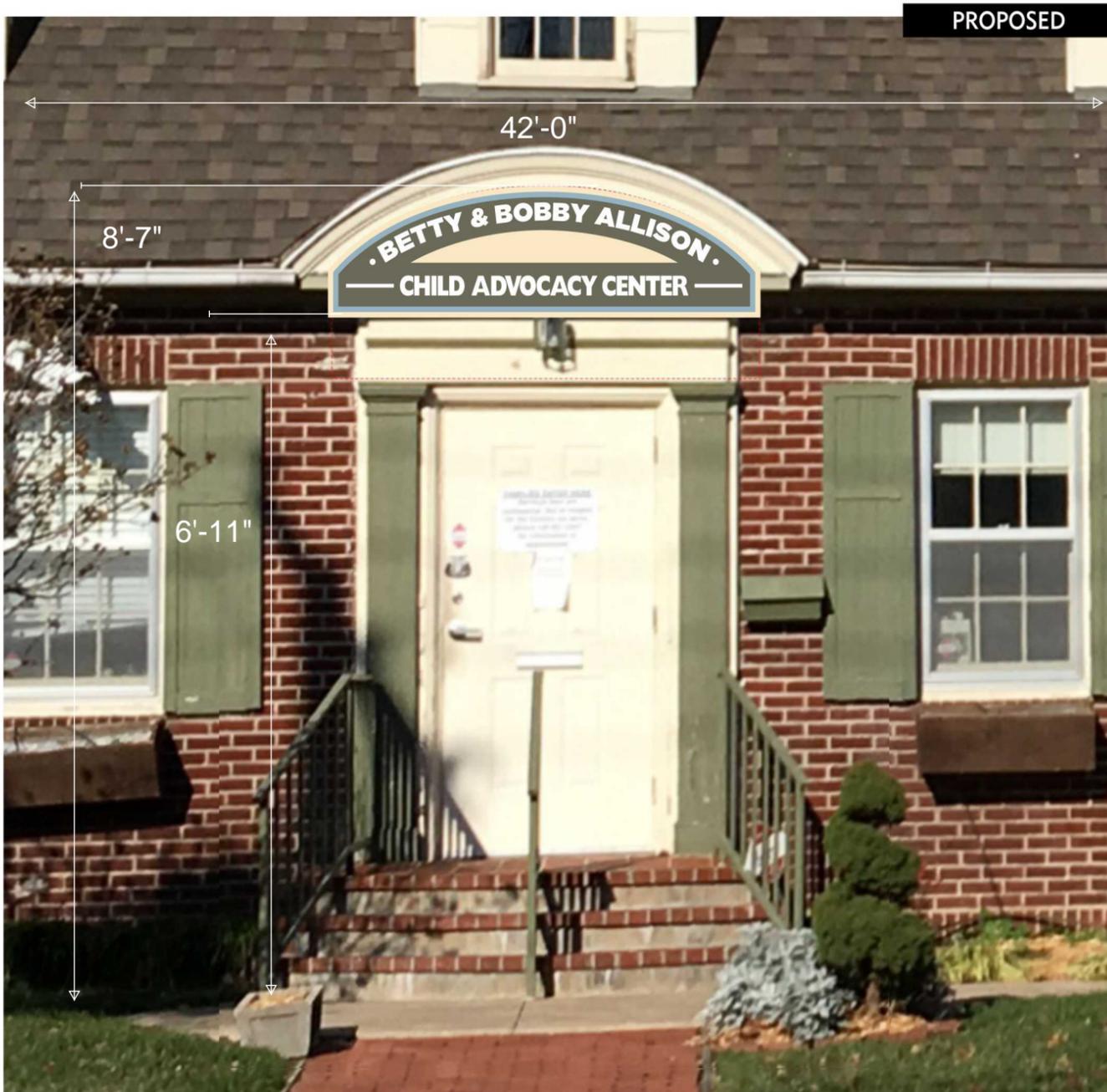
3/4" PUSH THROUGH  
 ACRYLIC LETTERING

.125" ALUMINUM PLAQUE WITH  
 PERIMETER GLOW & ILLUMINATED LETTERS  
 - VINYL OUTLINE APPLIED TO PLAQUE FACE

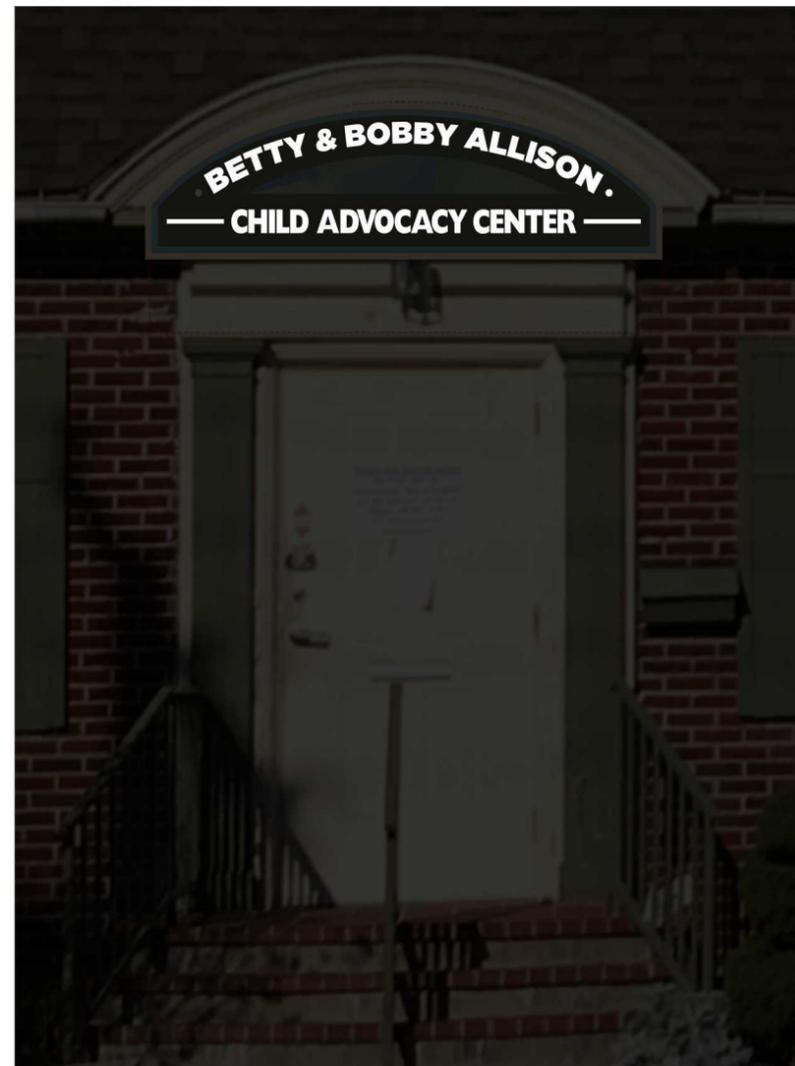
BRICK AND CAP TO  
 MATCH BUILDING







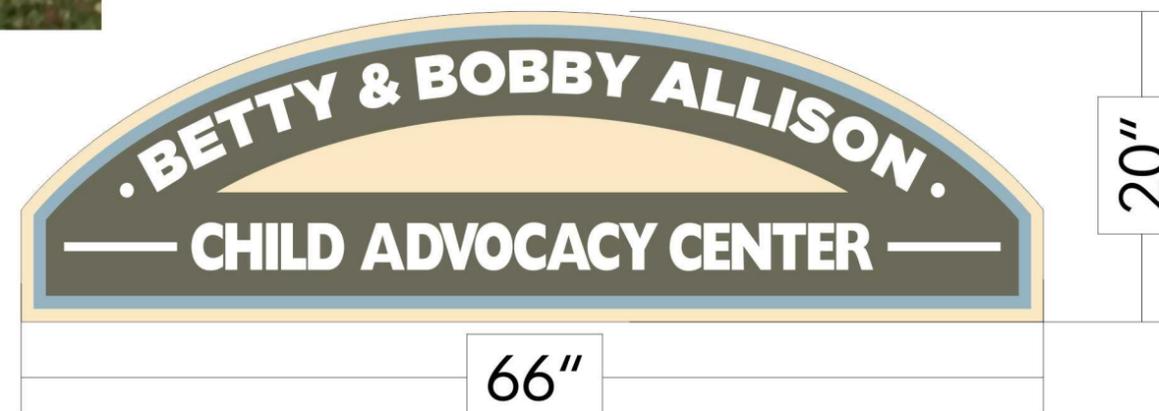
PROPOSED



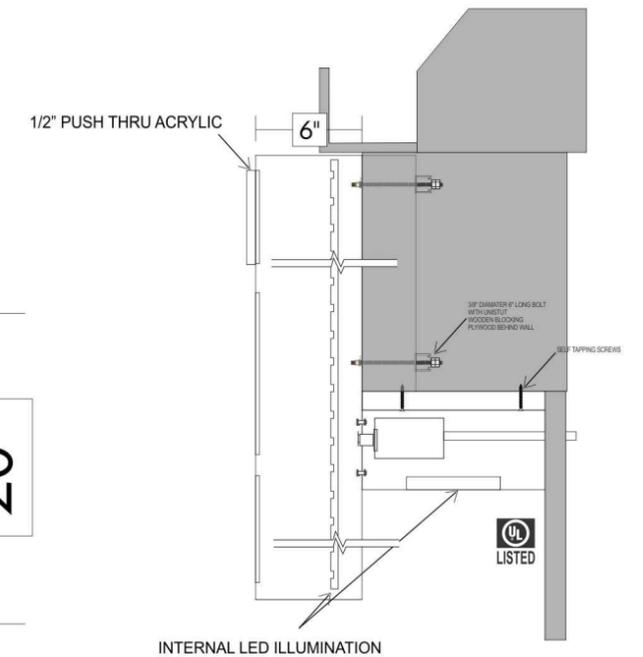
EXISTING

South Elevation

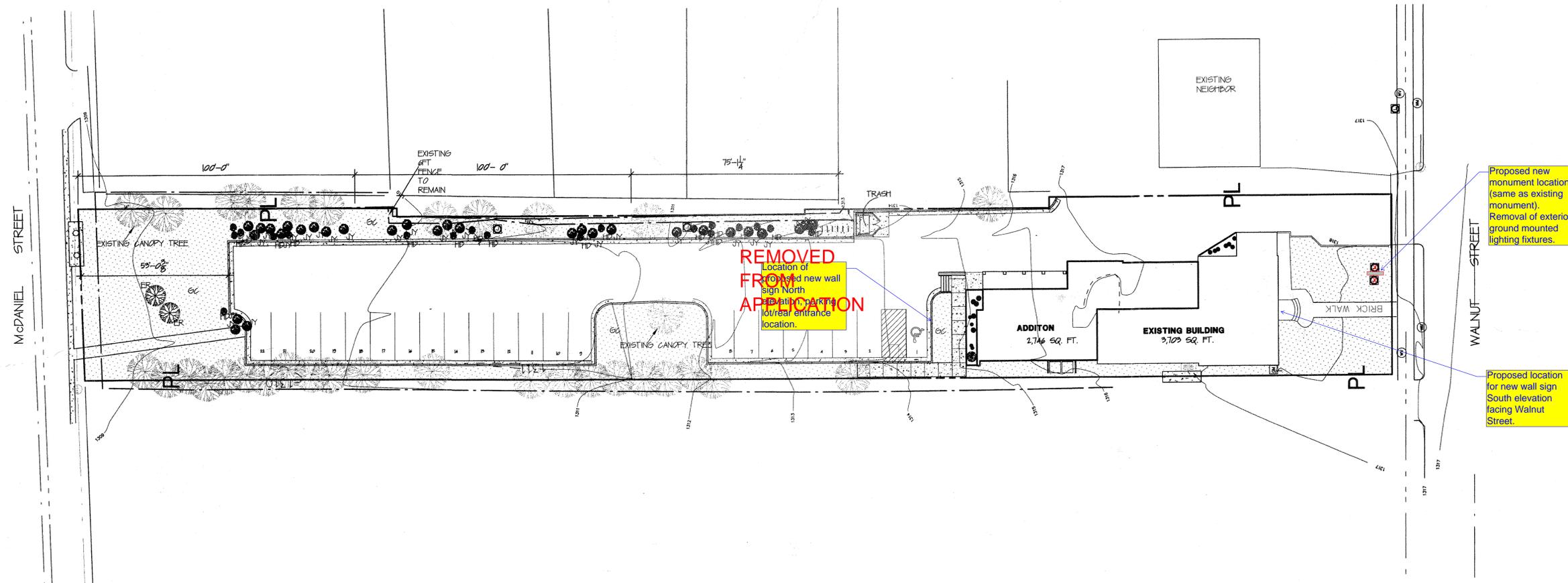
(A) INTERNALLY ILLUMINATED WALL CABINET TO BE INSTALLED IN SPACE ABOVE DOOR

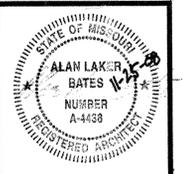


9.17 sq. ft.



AMENDED SITE PLAN  
NORTH ELEVATION WALL SIGN REMOVED FROM APPLICATION



**bates & associates**  
architects

www.batesarchitects.com  
P.O. Box 1000  
Springfield, MO 65801  
417.865.2065  
433 West Walnut  
Springfield, Missouri 65806

**CHILD ADVOCACY CENTER INC.**  
1033 E. WALNUT  
SPRINGFIELD, MISSOURI

RELEASE DATE	11-25-08
JOB NO.	1977
DRAWN BY	BMK
SHEET	<b>L1.1</b>

SITE PLAN  
1" = 20'-0"  
NORTH

**PLANTING LEGEND**

- EASTERN REDBUD 2" CALIPER MIN ORNAMENTAL TREE
- UPRIGHT JAPANESE YEW, 3'-4' SHRUB
- GROUND COVER (GRASS) TALL FESCUE, WITH SOD AT POTENTIAL EROSION AREAS
- HARBOR DWARF ANDINA 3 GALLON SHRUB
- JAPANESE BOX WOOD 3 GALLON EVERGREEN SHRUB

**NOTES**

1. ALL PLANTS SUPPLIED AND PLANTED BY OWNER
2. ALL LANDSCAPING SHALL MEET THE SPRINGFIELD, MO, ZONING ORDINANCE REQUIREMENTS.
3. SITE SHALL BE FINISH GRADED LEAVING THE TOP WITH A MIN OF 6" OF TOP SOIL READY TO RECEIVE GRASS SEED.
4. REQUIRED PERIMETER LANDSCAPING: NORTH PERIMETER  
1 CANOPY TREE  
2 UNDERSTORY TREES  
4 SHRUBS
5. REQUIRED INTERIOR LANDSCAPING:  
1 CANOPY TREE
6. REQUIRED BUFFERYARD ON EAST SIDE 15 SHRUBS PER 100 LINEAR FEET.  
6 FT FENCE EXISTING TO REMAIN (EXCEPTION FOR NARROW OR SHALLOW PROPERTIES)



## LANDMARKS BOARD

CITY OF SPRINGFIELD  
P.O. BOX 8368  
SPRINGFIELD, MISSOURI 65801  
417-864-1031

### STAFF REPORT

#### HISTORIC SITE

DATE: February 24, 2016

#### PROPOSAL:

1. Replace thirteen (13) existing wood windows with new vinyl windows

#### BACKGROUND:

LOCATION: 536 E. Tampa Street

HISTORIC DESIGNATION: Historic Site – Gibson Chapel United Presbyterian Church

APPLICANT: Gibson Chapel Presbyterian Church c/o Karen Tureaud

#### RECOMMENDATION:

The Secretary of Interior Standards for Rehabilitation recommends the repair of the existing windows before replacement. If windows are beyond repair, the standards recommend replacing windows in-kind using the same sash and pane configuration and other design details (National Parks Service Preservation Brief #9, see below). This application does not seem to meet these recommendations.

#### FINDINGS:

1. The National Park Services (NPS) Preservation Brief #9 recommends the retention and repair of original windows whenever possible.
2. NPS Preservation Brief #9 also recommends replacing windows in-kind using the same sash and pane configuration and other design details. If using the same kind

of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.

**STAFF CONTACT:**

Michael Sparlin

Senior Planner

864-1091

ATTACHMENT A  
BACKGROUND REPORT  
536 E. Tampa Street

APPLICANT'S PROPOSAL:

The applicant is requesting to replace thirteen (13) existing wood windows with new vinyl windows (see applicant's explanation on attached application).

STAFF COMMENTS:

1. The National Park Services (NPS) Preservation Brief #9 recommends the retention and repair of original windows whenever possible.
2. NPS Preservation Brief #9 also recommends replacing windows in-kind using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.
3. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the Zoning Ordinance and Building Code shall apply.

ATTACHMENT B  
DESIGN STANDARDS & GUIDELINES  
536 E. Tampa Street

**ZONING ORDINANCE:**

No specific design guidelines have been established by ordinance for historic sites. The Board has the authority to approve or disapprove the proposed application. A building permit will be issued to the applicant, even if the Board denies the application, sixty (60) days from the date of the application for the building permit.

**SECRETARY OF INTERIOR'S STANDARDS:**

The following standards would apply to this proposed alteration:

2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

**PRESERVATION BRIEF #9 GUIDELINES (<http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>)**

**Window Replacement**

Although the retention of original or existing windows is always desirable and this Brief is intended to encourage that goal, there is a point when the condition of a window may clearly indicate replacement. The decision process for selecting replacement windows should not begin with a survey of contemporary window products which are available as replacements, but should begin with a look at the windows which are being replaced. Attempt to understand the contribution of the window(s) to the appearance of the facade including: **1)** the pattern of the openings and their size; **2)** proportions of the frame and sash; **3)** configuration of window panes; **4)** muntin profiles; **5)** type of wood; **6)** paint

color; 7) characteristics of the glass; and 8) associated details such as arched tops, hoods, or other decorative elements. Develop an understanding of how the window reflects the period, style, or regional characteristics of the building, or represents technological development.

Armed with an awareness of the significance of the existing window, begin to search for a replacement which retains as much of the character of the historic window as possible. There are many sources of suitable new windows. Continue looking until an acceptable replacement can be found. Check building supply firms, local woodworking mills, carpenters, preservation oriented magazines, or catalogs or suppliers of old building materials, for product information. Local historical associations and state historic preservation offices may be good sources of information on products which have been used successfully in preservation projects.

Consider energy efficiency as one of the factors for replacements, but do not let it dominate the issue. Energy conservation is no excuse for the wholesale destruction of historic windows which can be made thermally efficient by historically and aesthetically acceptable means. In fact, a historic wooden window with a high quality storm window added should thermally outperform a new double-glazed metal window which does not have thermal breaks (insulation between the inner and outer frames intended to break the path of heat flow). This occurs because the wood has far better insulating value than the metal, and in addition many historic windows have high ratios of wood to glass, thus reducing the area of highest heat transfer. One measure of heat transfer is the U-value, the number of Btu's per hour transferred through a square foot of material. When comparing thermal performance, the lower the U-value the better the performance. According to ASHRAE 1977 Fundamentals, the U-values for single glazed wooden windows range from 0.88 to 0.99. The addition of a storm window should reduce these figures to a range of 0.44 to 0.49. A non-thermal break, double-glazed metal window has a U-value of about 0.6.

---

## **Conclusion**

Technical Preservation Services recommends the retention and repair of original windows whenever possible. We believe that the repair and weatherization of existing wooden windows is more practical than most people realize, and that many windows are unfortunately replaced because of a lack of awareness of techniques for evaluation, repair, and weatherization. Wooden windows which are repaired and properly maintained will have greatly extended service lives while contributing to the historic character of the building. Thus, an important element of a building's significance will have been preserved for the future.

## Repair

### RECOMMENDED

Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may also include replacement in kind--or with compatible substitute material--of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.



These historic steel windows are being prepared for repairs and re-finishing as part of a rehabilitation project. Photo: NPS files.

### NOT RECOMMENDED

Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate.

Failing to reuse serviceable window hardware such as brass sash lifts and sash locks.

Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible.

## Replace

### RECOMMENDED

Replacing in kind an entire window that is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.

### NOT RECOMMENDED

Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance.



Inappropriate change to a historic building means the loss of its distinctive visual qualities, as well as a lessening of its long-term historical and cultural value. Photo: Martha L. Werenfels, AIA.

ATTACHMENT C  
ARCHITECTURAL SIGNIFICANCE  
536 E. Tampa Street

1. The original Gibson Chapel Cumberland Presbyterian Church was constructed in 1891. The church is of sturdy Norman Romanesque styling, although having undergone alterations of the interior, tower, and roof following a fire in 1935. Significant styling and exterior architectural elements remain. Research is continuing to determine the construction date of the existing structures which is known to be pre-1916.
  
2. The church was nominated to the local historic register by City Council on October 24, 1977.



# Application for Certificate of Appropriateness

### \*\*E-PLANS INSTRUCTIONS\*\*

#### \*\*PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION\*\*

1. Pre-apply and, if needed, pay your processing fees online at this [LINK](#)
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only	
Date Filed:	
Received By:	
Review:	
<input type="checkbox"/>	Administrative
<input type="checkbox"/>	Landmarks Board

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

**We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.**

Signature(s): Karen Tureaud

Date: 11 Jan/16

Please type or print name(s) clearly:  
Karen Tureaud

Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS

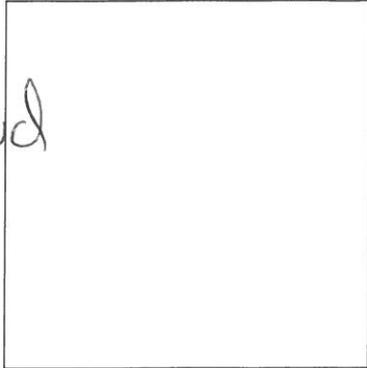
Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: 536 E. Tampa

APPLICANT INFORMATION:

2. Name of current property owner: Gibson Chapel Church  
If corporation: Corporate Official: \_\_\_\_\_  
Mailing Address: 1627 E. Kerr To Karen Tureaud  
Zip Code: 03 Telephone: 4179876320 Fax: \_\_\_\_\_  
E-mail: KTWO ROD @ Live.com



(Corporate Seal)

3. AUTHORIZED REPRESENTATIVE:

(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):

Name: Karen Tureaud  
Signature: [Handwritten Signature]  
Mailing Address: 1627 E. Kerr SpFD Zip Code: 65803 Fax: \_\_\_\_\_  
Telephone: 4179876320 E-mail: KTWO ROD @ Live.com

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: (Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)

Date of discussion: \_\_\_\_\_

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

**Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION**

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Addition (1,2, 3, 7)             | <input type="checkbox"/> Handicapped Ramp (1, 2, 3)    | <input type="checkbox"/> Sidewalk (1, 3)                     |
| <input type="checkbox"/> Awnings (2, 3, 4 or 5, 6)        | <input type="checkbox"/> New Construction (1, 2, 3, 7) | <input type="checkbox"/> Siding (3, 4 or 5)                  |
| <input type="checkbox"/> Building Relocation (1, 2, 3, 7) | <input type="checkbox"/> Parking (1, 3)                | <input type="checkbox"/> Sign (1, 2, 3, 6)                   |
| <input type="checkbox"/> Demolition (1, 2, 3, 7)          | <input type="checkbox"/> Porch (1, 2, 3)               | <input checked="" type="checkbox"/> Window (2, 3, 4 or 5, 6) |
| <input type="checkbox"/> Door (2, 3, 4 or 5, 6)           | <input type="checkbox"/> Retaining Wall (1, 2, 3)      | <input type="checkbox"/> Archeological Site (1, 3, 8)        |
| <input type="checkbox"/> Fence (1, 2, 3, 5)               | <input type="checkbox"/> Roof-New (3, 4 or 5, 7)       |  |
| <input type="checkbox"/> Guttering (2, 3, 4 or 5, 6)      | <input type="checkbox"/> Re-roof (3, 4)                |  |
| <input type="checkbox"/> Other (specify): _____           |  |  |

- |                                    |  |
|------------------------------------|--|
| 1 – Site Plans                     | 5 – Product literature                               |
| 2 – Elevations                     | 6 – Drawings   |
| 3 – Photographs                    | 7 – Exhibit C – Why proposed work should be approved |
| 4 – Sample of materials to be used | 8 – State historic Preservation Officer Comments     |

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

Wanting to Replace rotted windows with Vinyl replacement Windows

**NOTE:** An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

**Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED**

---

*Please use this form only. Form may be photocopied. Please type or print.*

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

Vinyl Window Frames would be  
cheaper than wood, they would look  
the same as wood.













## LANDMARKS BOARD

CITY OF SPRINGFIELD  
P.O. BOX 8368  
SPRINGFIELD, MISSOURI 65801  
417-864-1031

### STAFF REPORT

#### COMMERCIAL STREET HISTORIC DISTRICT

DATE: February 24, 2016

#### BACKGROUND:

LOCATION: 312 W. Commercial Street

APPLICANT: 312 W. Commercial, LLC c/o Jennifer Wilson

#### PROPOSAL:

1. On the south (rear) elevation, construct a single-story, 1,140 square foot addition

#### RECOMMENDATION:

The request be **approved**.

#### FINDINGS:

1. The proposed rear addition is consistent with the Commercial Street Design Guidelines and Secretary of the Interior's Standards for Rehabilitation.

#### STAFF CONTACT:

Michael Sparlin  
Senior Planner  
864-1091

ATTACHMENT A  
BACKGROUND REPORT  
312 Y . Commercial Street

APPLICANT'S PROPOSAL:

The project consists of a single-story, 1,140 square foot addition to the south side of nFORM Architecture's existing building, a non-contributing structure to the Commercial Street Historic District. Fronting West Blaine Street, the addition will provide a new studio space and a secure rear entrance for employees and clients wishing to utilize the public parking lots, opposite of West Blaine Street. In seeking a Certificate of Appropriateness, the project's primary goal is conformance with the Secretary of Interior's Standards for Rehabilitation; including the construction of a new masonry addition at the existing building's rear that does not create a false sense of history in the district while also being compatible in terms of mass, materials, relationships, and solids to voids.

STAFF COMMENTS:

1. The Secretary of Interior Standards state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the historic integrity of the property and its environment. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
2. The Commercial Street Design Guidelines recommend that "pattern and alignment, size and shape" should be similar. It is feasible that the new treatments can substantially add to the function or attraction of the building, by respecting earlier treatment, tones, and massing of elements. Staff believes the proposed addition will make a more attractive rear entrance without exceeding the main storefront entrances importance.
3. While the structure is not listed as a contributing in the historic district, the structure is at least (50) years old and could be reconsidered since the districts nomination in the 1980's.
4. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the COM-1 District, Zoning Ordinance and Building Code shall apply.

ATTACHMENT B  
PERTINENT DESIGN GUIDELINES  
312 Y . Commercial Street

**SECRETARY OF THE INTERIOR'S STANDARDS**

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials.
9. New addition, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the historic integrity of the property and its environment.

**ORDINANCE REVIEW**

In addition, the *Springfield Zoning Ordinance* states:

In the event the Landmarks Board concludes that the request, if granted, will have a detrimental effect upon the Historic Landmarks or Historic District or any adverse effect on an historical or architectural resource, then the Landmarks Board shall deny the request for a certificate.

ATTACHMENT C  
ARCHITECTURAL SIGNIFICANCE  
312 Y . Commercial Street

ARCHITECTURAL SIGNIFICANCE:

1. The Architectural Survey that was completed on this building stated the following:

This building is a single-story masonry load-bearing and wood-frame structure. It has a concrete floor and plaster ceiling. In an apparent remodeling, wood paneling was applied to the interior walls. The exterior of the building has a modern metal fascia and aluminum/glass storefront.

2. The narrative accompanying the Commercial Street Historic District's National Register nomination stated the following about this property:

Constructed between 1910 and 1951. 310-12 West Commercial reiterates the design of the adjacent building to the west, deviating, though, in the use of Carrera glass and corrugated metal as wall cladding.



# Application for Certificate of Appropriateness

### \*\*E-PLANS INSTRUCTIONS\*\*

#### \*\*PLEASE FOLLOW STEPS 1 & 2 BEFORE SUBMITTING THIS APPLICATION\*\*

1. Pre-apply online at:  
<https://www.springfieldmo.gov/payments/PLNPermitInfo.aspx?ptype=8005>
2. Wait for a "pre-screen complete" e-mail from the City of Springfield with instructions for e-plans review process.
3. Complete this application and upload a digital (pdf) copy through e-plans.

Office Use Only	
Date Filed:	
Received By:	
Review:	
<input type="checkbox"/>	Administrative
<input type="checkbox"/>	Landmarks Board

The applicant seeks to show the following:

1. That the proposed work will be done in conformance with the Secretary of Interior Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only)
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

**We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.**

Signature(s):

Date:

02.16.2016

02.16.2016

Please type or print name(s) clearly:

Jennifer Wilson

Travis Tindall

**Exhibit A: REQUEST FOR CERTIFICATE OF APPROPRIATENESS**

---

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8

1. Property address: 312 W. Commercial St.

**APPLICANT INFORMATION:**

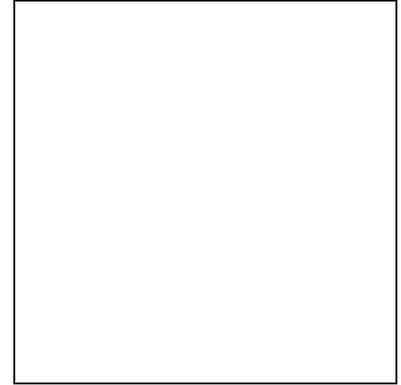
2. Name of current property owner: \_\_\_\_\_

If corporation: Corporate Official: 312 W. Commercial, LLC

Mailing Address: 312 W. Commercial St.

Zip Code: 65803 Telephone: 417.873.2255 Fax: \_\_\_\_\_

E-mail: jwilson@nformarc.com



(Corporate Seal)

**3. AUTHORIZED REPRESENTATIVE:**

*(The representative should have the authority to commit the applicant to changes that may be suggested by the Board):*

Name: Jennifer Wilson

Signature: \_\_\_\_\_ 

Mailing Address: 312 W. Commercial St. Zip Code: 65803 Fax: \_\_\_\_\_

Telephone: 417.873.2255 E-mail: jwilson@nformarc.com

**4. BUILDING DEVELOPMENT SERVICES DISCUSSION:** *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 417-864-1055.)*

Date of discussion: 01.26.2016

**NOTE:** The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

## Exhibit B: DESCRIPTION OF PROPOSED WORK & SUPPORTING INFORMATION

Please use this form only. Form may be photocopied. Please type or print.

1. **TYPE OF WORK PROPOSED:** (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Addition (1,2, 3, 7)   | <input type="checkbox"/> Handicapped Ramp (1, 2, 3)         | <input checked="" type="checkbox"/> Sidewalk (1, 3)          |
| <input type="checkbox"/> Awnings (2, 3, 4 or 5, 6)         | <input type="checkbox"/> New Construction (1, 2, 3, 7)      | <input type="checkbox"/> Siding (3, 4 or 5)                  |
| <input type="checkbox"/> Building Relocation (1, 2, 3, 7)  | <input type="checkbox"/> Parking (1, 3)                     | <input type="checkbox"/> Sign (1, 2, 3, 6)                   |
| <input type="checkbox"/> Demolition (1, 2, 3, 7)           | <input type="checkbox"/> Porch (1, 2, 3)                    | <input checked="" type="checkbox"/> Window (2, 3, 4 or 5, 6) |
| <input checked="" type="checkbox"/> Door (2, 3, 4 or 5, 6) | <input type="checkbox"/> Retaining Wall (1, 2, 3)           | <input type="checkbox"/> Archeological Site (1, 3, 8)        |
| <input checked="" type="checkbox"/> Fence (1, 2, 3, 5)     | <input checked="" type="checkbox"/> Roof-New (3, 4 or 5, 7) |  |
| <input type="checkbox"/> Guttering (2, 3, 4 or 5, 6)       | <input type="checkbox"/> Re-roof (3, 4)                     |  |

Other (specify): \_\_\_\_\_

- |                                    |  |
|------------------------------------|--|
| 1 – Site Plans                     | 5 – Product literature                               |
| 2 – Elevations                     | 6 – Drawings   |
| 3 – Photographs                    | 7 – Exhibit C – Why proposed work should be approved |
| 4 – Sample of materials to be used | 8 – State historic Preservation Officer Comments     |

2. **DESCRIPTION OF PROPOSED WORK:** (attach additional pages if necessary)

The project consists of a single-story, 1,140 s.f. addition to the south side of nFORM Architecture's existing building, a non-contributing structure to the Commercial Street Historic District. Fronting West Blaine Street, the addition will provide a new studio space and a secure rear entrance for employees and clients wishing to utilize the public parking lots, opposite of West Blaine Street. In seeking a Certificate of Appropriateness, the project's primary goal is conformance with the Secretary of Interior's Standards for Rehabilitation; including the construction of a new masonry addition at the existing building's rear that does not create a false sense of history in the district while also being compatible in terms of mass, materials, relationships, and solids to voids.

**NOTE:** An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

**Exhibit C: WHY PROPOSED WORK SHOULD BE APPROVED**

---

*Please use this form only. Form may be photocopied. Please type or print.*

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

(See attached for Exhibit C.)

## INSTRUCTIONS FOR FILLING AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

---

### Explanation of the Process

A Certificate of Appropriateness ensures that proposed work on the exterior of certain historic-designated properties conforms to the requirements established by that historic designation. A building permit cannot be issued for the proposed work until a Certificate of Appropriateness has been approved. Prior to submitting an application, you should discuss your project with Building Development Services to ensure you are not proposing something that violates the International Building Code. Even though you might receive a Certificate of Appropriateness from the Zoning & Subdivision Services staff or the Landmarks Board, the project must also comply with the International Building Code to receive a building permit.

For staff or the Landmarks Board to approve a Certificate of Appropriateness the following must be considered:

- A. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation;
- B. That the proposed work will be done in conformance with any design guidelines or standards that the Landmarks Board has established and adopted;
- C. For new construction, whether the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings;
- D. For demolitions:
  - the impact the proposed removal would have on the integrity and continuity of the Historic Landmark or Historic District of which it is part; and
  - the nature of the structure as a representative type; and
  - the condition of the structure from the standpoint of structural integrity and the extent of work necessary to stabilize the structure; and
  - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner; and
  - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- A. For archeological sites, the effect of the proposed project on the site and what actions are being undertaken to record and/or preserve the site.

### Completion of the Application

The application must be completed in full and signed by the property owner (unless a power of attorney is provided to staff) for the application to be considered complete. Exhibits A, B and C (if applicable) will be included with the staff analysis that will be sent to the Landmarks Board if the request cannot be approved administratively.

### Exhibit A

This exhibit provides basic information about the property and the applicant. If the applicant designates a representative and does not intend to attend the Landmarks Board meeting, it is important that the representative be able to commit to changes that may be suggested by the Board, otherwise the application may have to be table pending the applicant's response.

## Exhibit B

It is important that Exhibit B be thoroughly completed because it provides essential background information that is used in staff's analysis of the request and the Landmarks Board's basis for approval. The process will proceed much quicker if staff and the Landmarks Board have a clear understanding of the proposed work. If you think additional information may be helpful in approving a certificate, you may include that information. If staff or the Landmarks Board determine additional information is necessary, they will request it. This may result in a two week delay if the Landmarks Board must table the request to receive the additional information.

In order for Exhibit B to be considered complete, the supporting information listed after each work item must also be included with the application. If the specific work is not listed, staff can assist in determining what supplemental data needs to be provided with the application. All supplemental documents must be submitted on a page size no greater than 11 inches by 17 inches.

**Site Plans:** A site plan is an outline or bird's eye view of a lot showing all structures, including fences and patios. It shows property lines, adjoining streets and alleys, building dimensions, locations of driveways and parking areas, the number of feet structures are set back from property lines, a north arrow, and the scale of the drawing if it is done to scale. Where site plans are required, submit one for the existing condition and one for the proposed condition. For minor work, such as a new sidewalk, only one site plan showing both the existing and new conditions is sufficient. If the proposed work is attached to an existing building rather than freestanding (i.e., a new sign on the front of a building that fronts directly on the street), a site plan may not be necessary. An aerial photograph can be substituted for a drawn site plan provided there is a scale and it is adequately labeled.

**Elevations:** An elevation is a drawing showing the view of a single side of a building, giving the location of all doors, windows, awnings, sign channel, roof pitch, etc. and the scale of the drawing if it is drawn to scale. Show all sides affected by the proposed work. Where elevations are required, submit one for the existing condition and one for the proposed condition. Photographs may be substituted for elevation drawings provided all details can be seen (not obscured by plantings or other structures).

**Photographs:** Photographs showing the existing condition of the area of proposed work are required for all applications. For example, if awnings are proposed for installation over windows and doors, photographs must be submitted for each side of the structure where awnings will be installed. The photographs should generally be in color and can be from a film or digital camera printed at a suitable size to distinguish relevant details. For most applications, digitally manipulated photographs can also be submitted instead of elevation drawings to show how the proposed work will look when completed.

**Sample of materials to be used:** It is often helpful for the staff and Board to see an actual sample of the materials proposed to be used, i.e., shingles, siding, bricks. If a sample cannot be obtained, literature describing the product can usually be substituted.

**Product literature:** Product literature comes from the manufacturer and usually can be obtained from the distributor or your contractor. It provides a description of the materials proposed to be used and helps in determining the suitability of that material for the proposed application. A sample of the material to be used can usually be substituted for product literature.

**Drawings:** A drawing is an illustration of the proposed work, such as a sign or a window detail.

**State Historic Preservation Officer Comments:** For archeological sites, you must submit comments and recommendations of the State Historic Preservation Officer concerning the effect of the proposed project on the site and what action(s) should be undertaken to record and/or preserve the site.

Try to describe the proposed work as simply as possible, but be sure to describe all the work to be done. When replacing a material be sure to identify the existing and proposed material, for example, when re-roofing specify composition, wood, slate, tile, asphalt or steel.

### **Exhibit C**

Exhibit C is the applicant's primary opportunity to demonstrate why the Certificate of Appropriateness, for major alterations to historic structure or site, should be approved by the Landmarks Board. While Exhibit C may be included with any application, it is only required for the work indicated under Item 1, Exhibit B.

Suggested items of discussion for Why the Proposed Work Should Be Approved (Exhibit B) include.

- A. Explain how the proposed project conforms with the Secretary of Interior's Standards for Rehabilitation, including the following:
- Whether the property will be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
  - How the historic character of a property will be retained and preserved. (The removal of historic materials or alteration of features and spaces that characterize a property is discouraged.)
  - How the property will be maintained as a physical record of its time, place, and use. (Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, are discouraged.)
  - How changes that have occurred over time and acquired historic significance in their own right will be retained and preserved.
  - How distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
  - Plans to repair rather than replace deteriorated historic features. (Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features should be substantiated by documentary, physical, or pictorial evidence.)
  - How the surface cleaning of structures, if appropriate, shall be undertaken. (The gentlest means possible should be used. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials should not be used.)
  - How significant archaeological resources affected by a project will be protected and preserved. What mitigation measures shall be undertaken if such resources must be disturbed.
  - How new additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property. (The new work should be differentiated from the old but be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.)
  - How new additions and adjacent or related new construction will be undertaken so that if removed in the future, the essential form and integrity of the historic property and its environment will be unimpaired.
- B. Explain how the project conforms to local design guidelines or standards adopted by the Landmarks Board. Local

design guidelines generally take precedence over the Secretary of Interior's Standards for Rehabilitation. Local design guidelines have been adopted for the Commercial Street and Walnut Street Districts and the Mid-Town Neighborhood (historic sites only), and copies are available from the Zoning & Subdivision Services office.

- C. For new construction, discuss the extent to which the building or structure will be harmonious with or incongruous to the old and historic aspects of the surroundings. It is not the intent to discourage contemporary architectural expression or to encourage the emulation of existing buildings or structures of historic or architectural interest in specific detail. Harmony or incompatibility is evaluated in terms of the appropriateness of materials, scale, size, height, and placement of a new building or structure in relationship to existing buildings and structures and to the overall setting.
- D. For demolitions, discuss.
- The impact the proposed removal will have on the integrity and continuity of the Historic Landmark or Historic District of which it is part.
  - The nature of the resource as a representative type or style of architecture, socio-economic development, historical association or other element of the original designation criteria applicable to such structure or site.
  - The condition of the resource from the standpoint of structural integrity and the extent of work necessary to stabilize the structure.
  - The ability of the subject structure or site to produce a reasonable economic return on investment to its owner.
  - The post-demolition plans for the site and the relation of those plans to the surrounding area.
- E. For archeological resources, discuss the effect of the proposed project on the site and what action(s) will be undertaken to record and/or preserve the site.

### **Deadlines for filing an Application**

The Zoning & Subdivision Services office accepts applications daily. If the application can be approved administratively, processing of the application will begin immediately. The Landmarks Board holds regularly scheduled meetings each month (contact the Zoning & Subdivision Services office for a current processing schedule). This application must be in the Zoning & Subdivision Services office no later than the application deadline date listed on the processing schedule (Generally 15 days prior to the meeting where the application will be considered). This application must be complete, or it will be returned to the applicant and will not be placed on the agenda.

## SIGN POSTING REQUIREMENTS

---

**Applicants are responsible for providing notice to interested parties by posting a sign(s) on the subject property visible from an abutting public right-of-way.**

**Refer to Section 3-3800, Publication and Posting of Notices**

### **Sign Posting Process:**

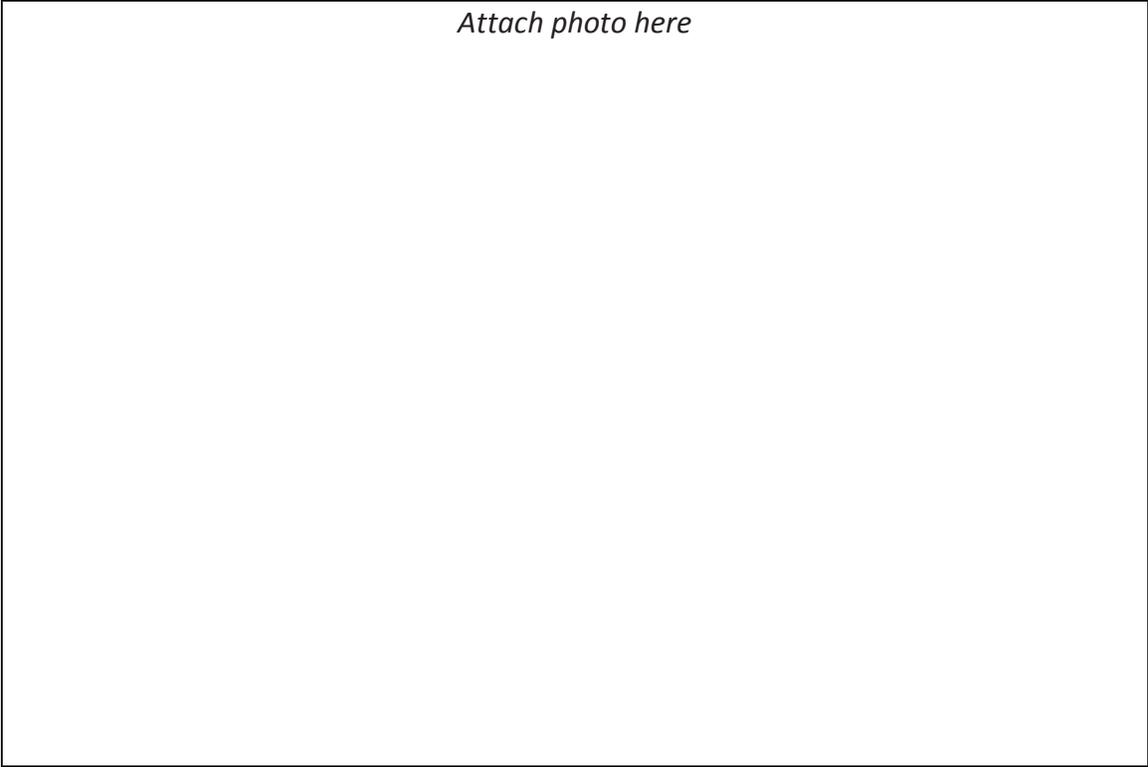
1. After an application is determined to be complete and assigned a public hearing schedule by the Planning and Development Department, the applicant shall arrange a time to receive posting instructions and signs from planning staff within seven (7) days of the application deadline.
2. The applicant shall post the sign and submit an affidavit of sign posting to the Planning and Development Department.
  - a. The applicant shall post the notice at least ten (10) days prior to the hearing in conspicuous places on or in the immediate vicinity of the subject property, and shall not impede the vision of drivers or pedestrians. Staff recommends the notice be posted within ten (10) feet of the adjacent street and in a manner that the bottom portion of the sign is no less than eighteen (18) inches from the ground.
  - b. The applicant may determine an alternate location where the property is not adjacent to the street, with approval by planning staff.
  - c. Additional signs may be required at discretion of planning staff.
3. The applicant shall submit an affidavit and photograph(s) of the sign posting.
  - a. The applicant shall photograph the sign(s) and attach the photograph(s) to the affidavit (**example attached**). The applicant shall submit to Planning Staff seven (7) days prior to hearing.
4. The applicant will be responsible for returning the sign(s) to the Planning and Development Department after the hearing.

**\*Postponed Hearing:** If hearing is postponed, the applicant will be notified when a new sign has been created. The applicant is responsible for posting new date of the hearing in accordance with the criteria herein.

**AFFIDAVIT OF SIGN POSTING**

---

*Attach photo here*



*(sign lettering must be legible in photo)*

I, \_\_\_\_\_ (*print name of owner, agent, attorney*), attest that the above sign was posted 10 days before the public hearing on \_\_\_\_\_ (*month/day/year*) and in accordance with the given posting requirements.

\_\_\_\_\_  
Signature of person completing sign posting

\_\_\_\_\_  
Printed name of person completing sign posting

# Exhibit B

W. Commercial St.

312

Proposed  
Addition

E. Blaine St.

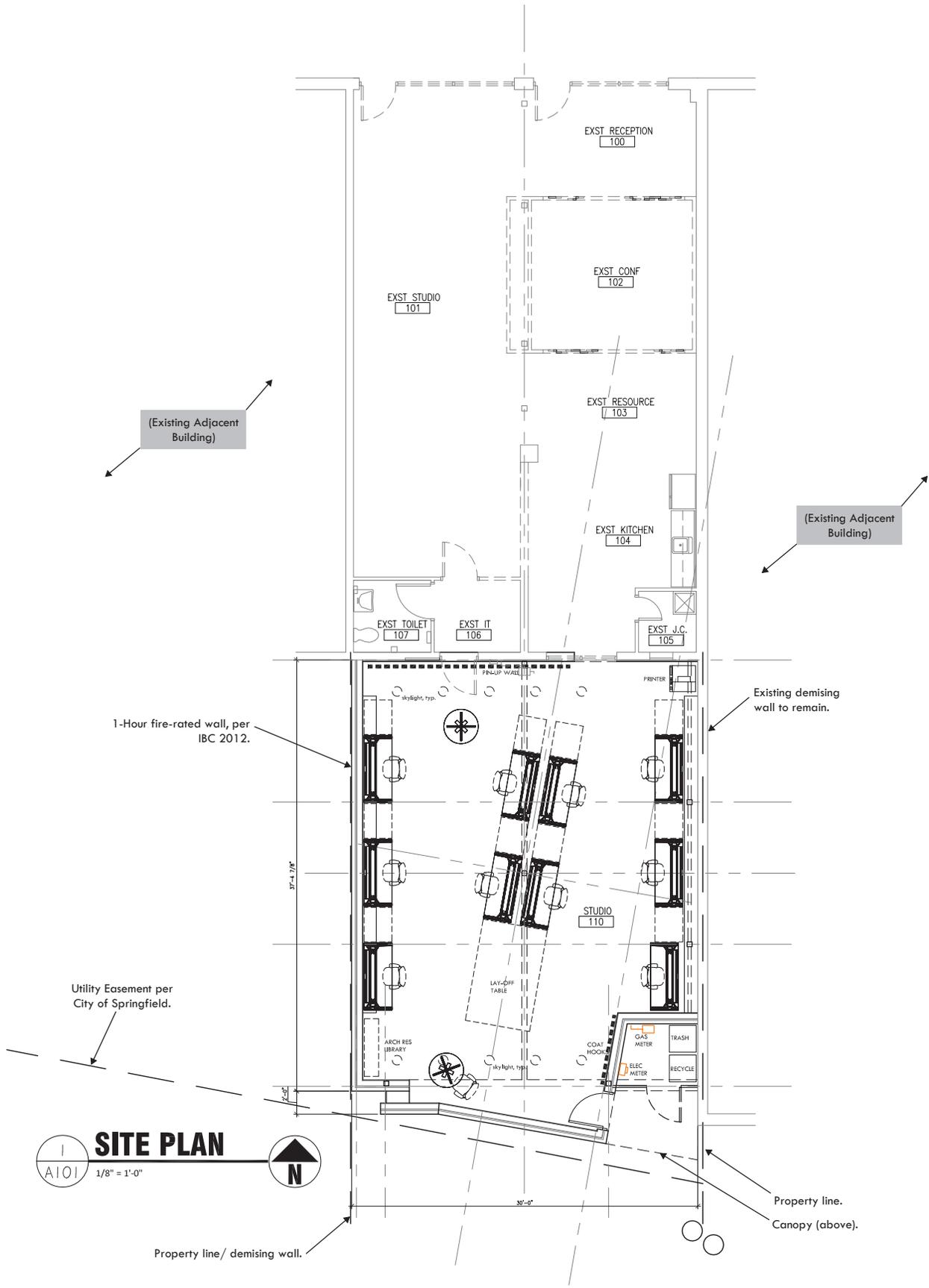
Public Parking Lot

E. Pacific St.

N. Campbell Ave.

N. Boonville Ave.





# A101

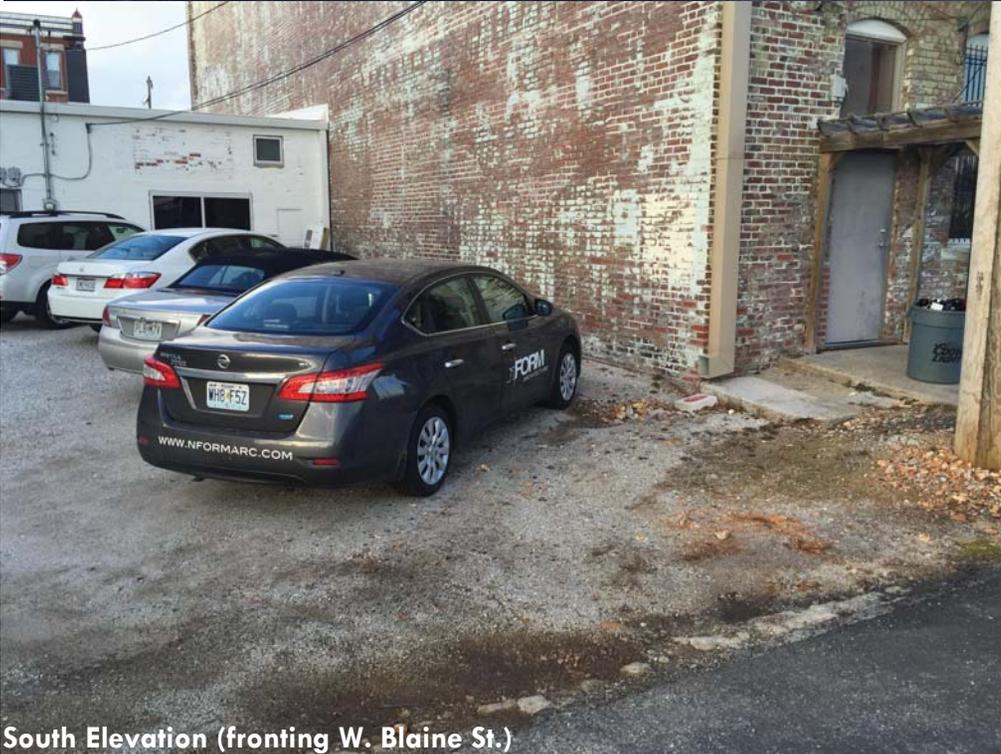
## Site Plan

nFORM Architecture, LLC Offices  
 312 W. Commercial; Springfield, MO 65806  
 02.16.2016

South Elevation (fronting W. Blaine St.)



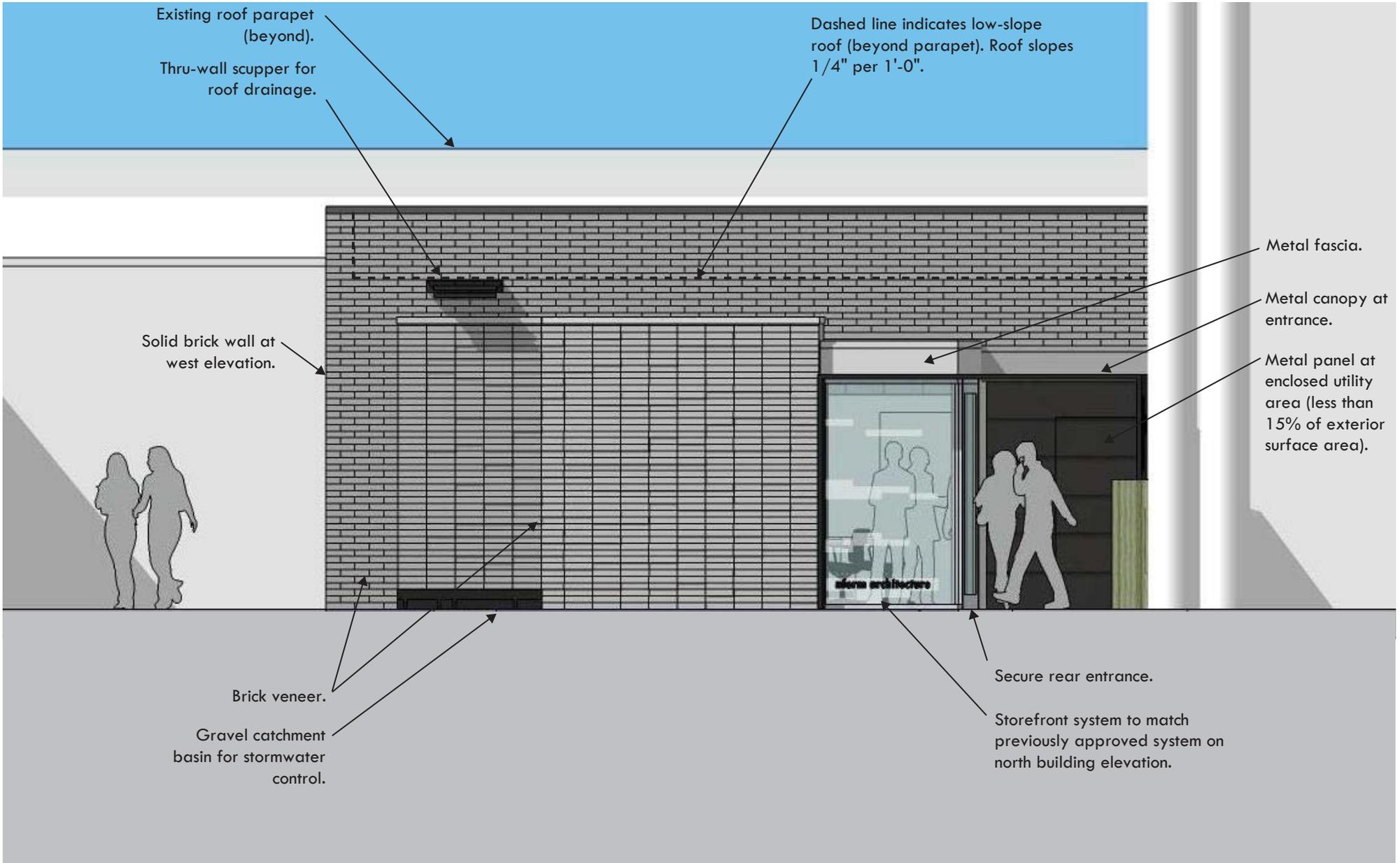
South Elevation (fronting W. Blaine St.)



South Elevation (fronting W. Blaine St.)



North Elevation (fronting W. Commercial St.)



Proposed Elevation

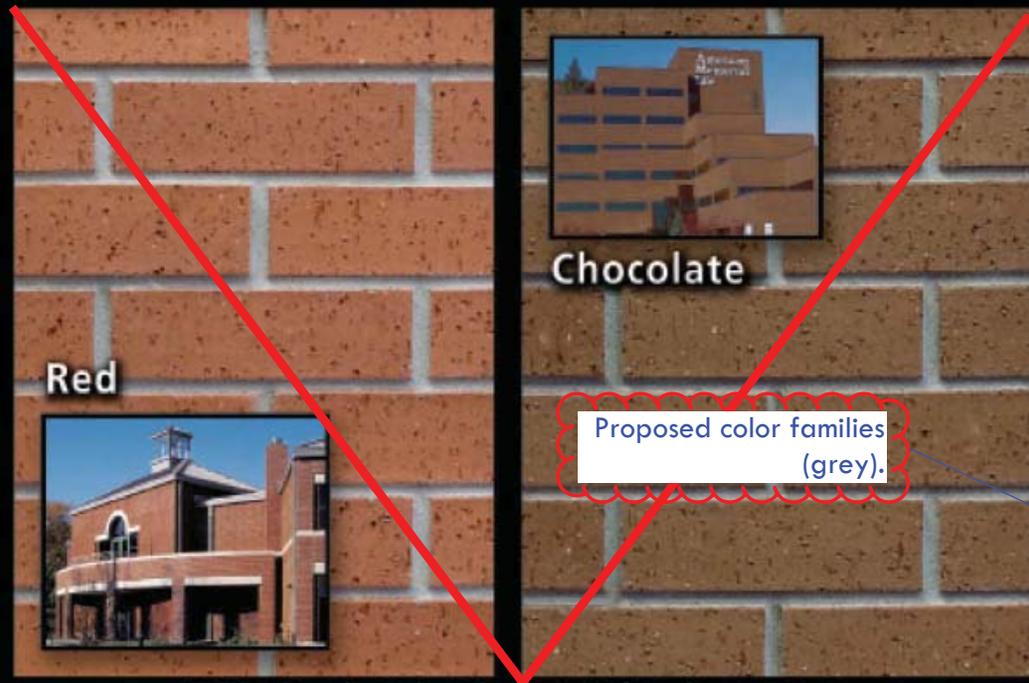
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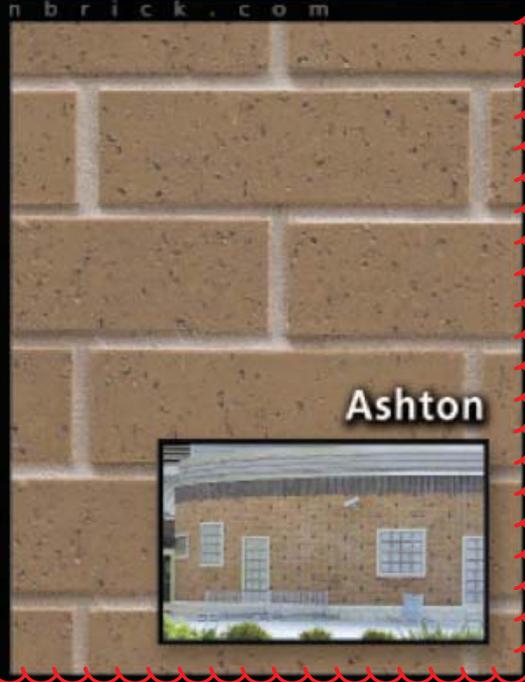
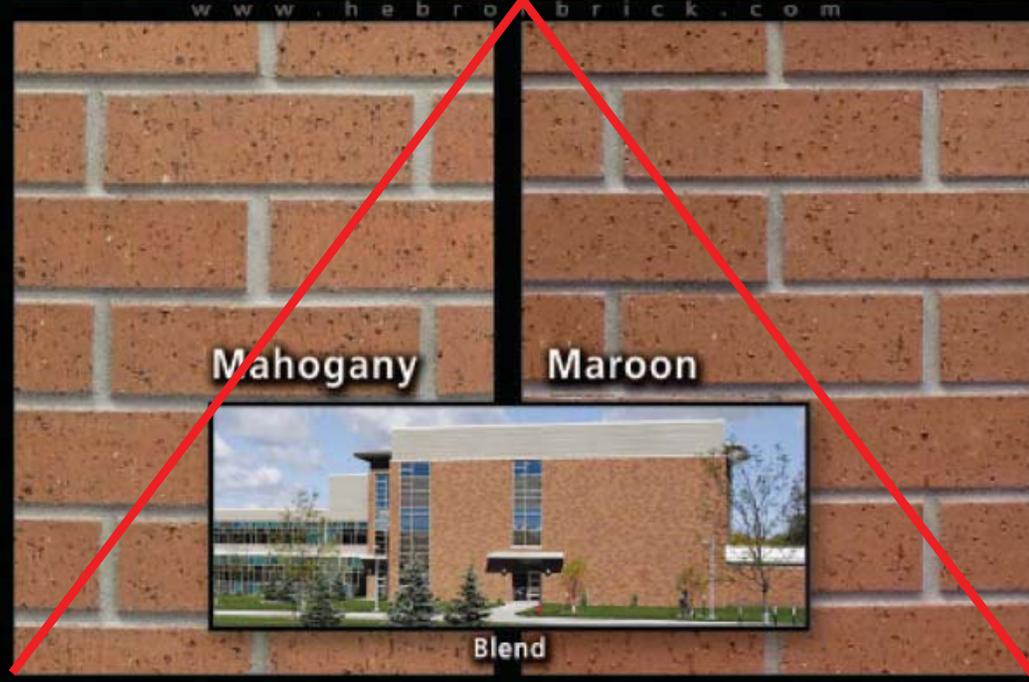


EXTRAORDINARY  
DESIGN  
DEMANDS  
EXTRAORDINARY  
PRODUCTS



Chocolate

Proposed color families (grey).



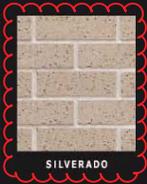
BRICK PALETTE



CHAMPAGNE



MISTY GRAY



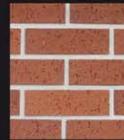
SILVERADO



BUCKWHEAT



MEADOW CREEK  
IRONSPOT



GARNET



CRIMSON CREEK  
IRONSPOT



YORKTOWN TUMBLED



BIG HORN



HACIENDA GRAY



SHILOH



WATERFORD



MADISON



SAHARA



TOASTED GRAY



ASHTON



MAPLE



MAROON



ONYX IRONSPOT



WILD ROSE



GRAYSTONE TUMBLED



WINSTON



HACIENDA ADOBE



HARBOURTOWN



CASCADE



GOLDENROD



SEA GRAY #6



BRONZE BAY



SCORIA



MAHOGANY



COPPER CREEK  
IRONSPOT



ROSEMONT



MESA TUMBLED



BRAMPTON



DAKOTA COMMON



HOMESTEAD 289



PRAIRIE COMMON



SEA GRAY #12



CHOCOLATE



RED



CHERRY CREEK  
IRONSPOT



WALNUT CREEK  
IRONSPOT



SANTANA ROSE



SEDONA TUMBLED



MEDORA



BRANDYWINE



CASTLEWOOD



DESERT COMMON

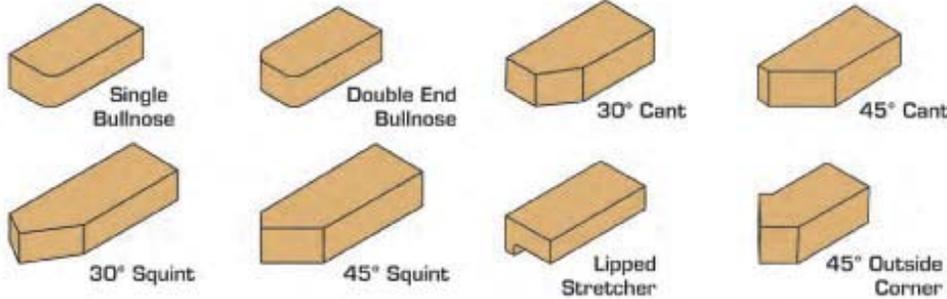


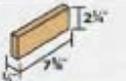
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# BRICK OPTIONS

## TEXTURES

SMOOTH



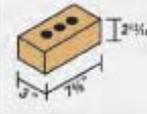
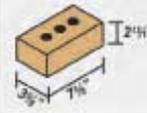
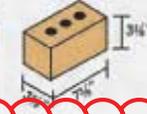
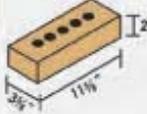
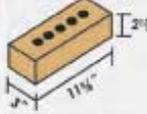
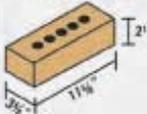
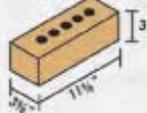
VELOUR



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<b>Modular</b> 	AVG. WEIGHT	3.6 lbs / 1.6 kg
	SIZE D x H x L*	3 5/8 x 2 1/4 x 7 5/8
	BRICK PER SQ. FT- 3/8 JOINT	6.86
	SIZE IN MM†	90 x 57 x 190
<b>Scotty</b> 	AVG. WEIGHT	3.6 lbs / 1.6 kg
	SIZE D x H x L*	3 x 2 13/16 x 7 5/8
	BRICK PER SQ. FT- 3/8 JOINT	5.65
	SIZE IN MM†	76 x 71 x 190
<b>Engineer Modular</b> 	AVG. WEIGHT	4.3 lbs / 2.0 kg
	SIZE D x H x L*	3 5/8 x 2 13/16 x 7 5/8
	BRICK PER SQ. FT- 3/8 JOINT	5.65
	SIZE IN MM†	90 x 71 x 190
<b>Closure</b> 	AVG. WEIGHT	5.5 lbs / 2.5 kg
	SIZE D x H x L*	3 5/8 x 3 5/8 x 7 5/8
	BRICK PER SQ. FT- 3/8 JOINT	4.5
	SIZE IN MM†	90 x 90 x 190
<b>Norman</b> 	AVG. WEIGHT	5.3 lbs / 2.4 kg
	SIZE D x H x L*	3 5/8 x 2 1/4 x 11 5/8
	BRICK PER SQ. FT- 3/8 JOINT	4.57
	SIZE IN MM†	90 x 57 x 290
<b>Super Scotty</b> 	AVG. WEIGHT	6.6 lbs / 3.0 kg
	SIZE D x H x L*	3 x 2 13/16 x 11 5/8
	BRICK PER SQ. FT- 3/8 JOINT	3.77
	SIZE IN MM†	76 x 71 x 290
<b>Norwegian</b> 	AVG. WEIGHT	6.6 lbs / 3.0 kg
	SIZE D x H x L*	3 5/8 x 2 13/16 x 11 5/8
	BRICK PER SQ. FT- 3/8 JOINT	3.77
	SIZE IN MM†	90 x 71 x 290
<b>Utility / Saxon</b> 	AVG. WEIGHT	8.3 lbs / 3.8 kg
	SIZE D x H x L*	3 5/8 x 3 5/8 x 11 5/8
	BRICK PER SQ. FT- 3/8 JOINT	3.00
	SIZE IN MM†	90 x 90 x 290
<b>Meridian</b> 	AVG. WEIGHT	10.9 lbs / 5.0 kg
	SIZE D x H x L*	3 5/8 x 3 5/8 x 15 5/8
	BRICK PER SQ. FT- 3/8 JOINT	2.25
	SIZE IN MM†	90 x 90 x 390
	BRICK PER SQ. M-9.5 MM JOINT	25

\* Standard U.S. dimensions in inches. Manufactured size is within current ASTM F85 tolerances of these dimensions.  
† Standard Canadian dimensions in mm. Manufactured size is within current CSA Type S tolerances of these dimensions.



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FAX 605-331-6365

1625 N 36TH ST  
GRAND FORKS, ND 58203  
701-738-8000  
FAX 701-775-8123

1420 INTERSTATE LOOP  
BISMARCK, ND 58503  
701-250-1669  
FAX 701-250-1671

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218-739-3671  
FAX 218-739-9099

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DEVILS LAKE, ND 58301  
701-662-1991  
FAX 701-662-1956

1313 18TH AVE SE  
JAMESTOWN, ND 58401  
701-252-0631  
FAX 701-252-5742

2311 ELK DR  
MINDOT, ND 58701  
701-839-6644  
FAX 701-837-4514

1543 DEADWOOD AVE N  
RAPID CITY, SD 57702  
605-343-3733  
FAX 605-343-2303



# Series 403

## 2" x 4 1/2" Thermal Storefront Framing



### CONFIGURATIONS

#### Shear Block • Screw Spline

This economical flush glaze system is available in both shear block and screw spline fabrication methods. Series 403 Storefront can accommodate all standard 1 3/4" Entrances as well as WV410 vents. This series is thermally broken, enhancing energy savings potential. Vertical mullions will accept steel reinforcement to enhance structural performance.

### Features

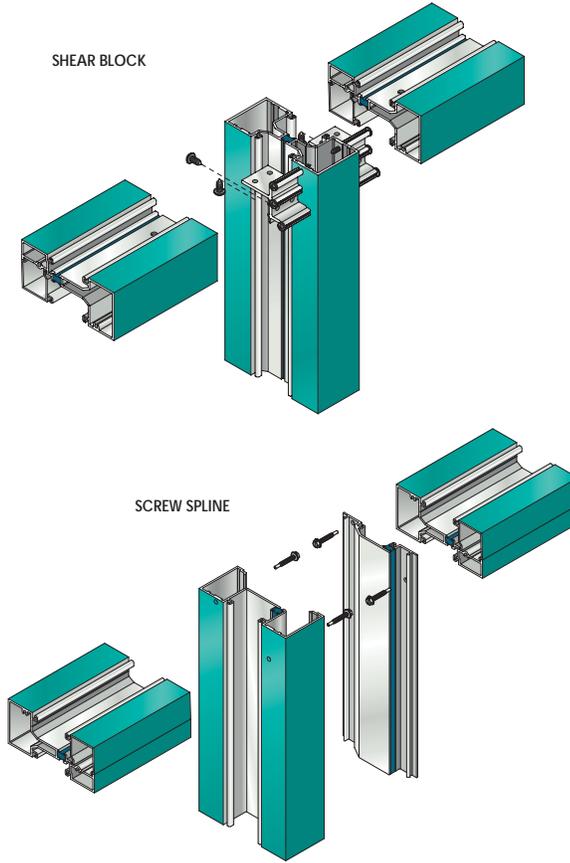
### Benefits

Thermally broken frames	Enhanced thermal performance
Screw spline construction	Allows assembly of sections prior to installation
	Decreases installation time
Shear block construction	Ability to erect on the job site
The optional Roto-Vent™ ventilator	Allows fresh air into the room, yet maintains security
2-way corner mullions (90° & 135°)	Design flexibility
3-way corner mullions (T-mullions)	Multifaceted elevations
0°-15° and 15°-30° variable mullions	Custom applications
Accommodates up to 1 1/16" glazing	Expands design and energy savings options
Uniform glazing gasket is used for exterior and interior	Allows optimized use of gasket
	Simplifies ordering and installation
Various height intermediate horizontals and sills	Ability to maintain desired sight line
Accessory line of perimeter anchors, pocket fillers, door adaptors, etc.	Increased product versatility
Anodized or painted finishes available	Multiple options to answer economic and aesthetic concerns



# Series 403

## 2" x 4 1/2" Thermal Storefront Framing



### PERFORMANCE DATA

#### SYSTEM 403 STOREFRONT SCREW SPLINE FRAMING

AIR INFILTRATION	<.06 CFM/SF @ 6.24 PSF
WATER	NO LEAKAGE @ 12.0 PSF
STRUCTURAL	visit MyEFCO at <a href="http://www.efcocorp.com">www.efcocorp.com</a>
CRF-FRAME (1503-98)	57 <sup>E</sup>
CRF-GLASS (1503-98)	70 <sup>F</sup>

#### SYSTEM 403 STOREFRONT SHEAR BLOCK FRAMING

AIR INFILTRATION	<.06 CFM/SF @ 6.24 PSF
WATER	NO LEAKAGE @ 12.0 PSF
STRUCTURAL	visit MyEFCO at <a href="http://www.efcocorp.com">www.efcocorp.com</a>
CRF FRAME (1503-98)	57 <sup>A, E</sup>
CRF-GLASS (1503-98)	70 <sup>A, F</sup>

A = Estimated values and/or designations
B = Non-standard size or configuration
C = Dual glazed
D = 1" Insulated - 1/4" clear, 1/2" air, 1/4" clear
E = 1" Insulated - 1/4" clear (Low Emissivity), 1/2" air, 1/4" clear
F = 1" Insulated - 1/4" clear (Low Emissivity), 1/2" argon, 1/4" clear
G = 1" Insulated - 1/4" clear, 1/2" air, 1/4" clear (Low Emissivity)

403 THERMAL U-FACTORS*		
CENTER OF GLASS U-FACTOR	CONFIGURATION AND SIZE	
	FIXED**	FIXED
	78 3/4" X 78 3/4"	120" X 120"
0.46	0.55	0.52
0.34	0.46	0.41
0.30	0.42	0.38
0.24	0.38	0.33
0.20	0.34	0.29

\* Based on NFRC 100  
\*\*NFRC Gateway size

### GLAZING

SYSTEM 403 CAN BE INSIDE OR OUTSIDE GLAZED WITH EXTRUDED ALUMINUM, SNAP-IN GLAZING BEAD. GLASS IS "DRY GLAZED" WITH TOP LOAD GASKET. GLAZINGS OF 3/16" TO 1-1/16" INFILL PANELS ARE ACCOMMODATED. SEE GLAZING CHART BELOW FOR EXACT SIZE.

SYSTEM 403 GLAZING CHART	POLYCARBONATE			GLASS OR PANEL													
	3/16"	1/4"	5/16"	3/16"	1/4"	1/4"***	5/16"	7/16"	1/2"	9/16"	5/8"	3/4"	7/8"	15/16"	1"	1-1/16"	
MONOLITHIC GLASS	C	C	C	C	C	C	C										
INSULATED GLASS													C		C	A	C

\*Obscure glass thickness  
\*\*Laminated glass thickness

A - Available glazing option  
C - Adaptor and/or gasket required  
Blank - N/A



# Series 403

## 2" x 4 1/2" Thermal Storefront Framing

### Frame Construction

The frames have a depth of 4 1/2", and the nominal material wall thickness is .080". Members are extruded 6063-T6 aluminum alloy. Corner construction employs screw spline or shear block method. See Illustration 1 & 2.

### Door Frames

System 403 offers integral System 402 entrance frames as a part of the entrance framing system. Members are nominally .080" in thickness.

### Weather Stripping

All entrance frames are weather-stripped with bulb gasket.

### Thermal Barrier

All frames and vents are thermally broken using the latest technology in two part, high density polyurethane.

### Glazing

Series 403 can be inside or outside glazed with extruded aluminum, snap-in glazing bead. Glass is "dry glazed" with top load gasket. Glazings of 3/16" to 1 1/16" infill panels are accommodated. See Glazing Chart for exact size.

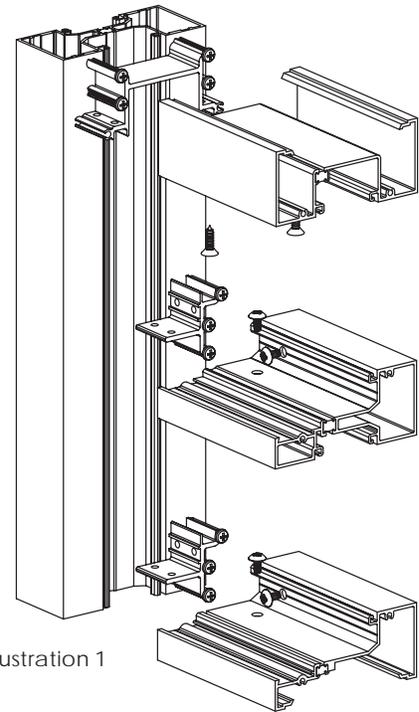


Illustration 1

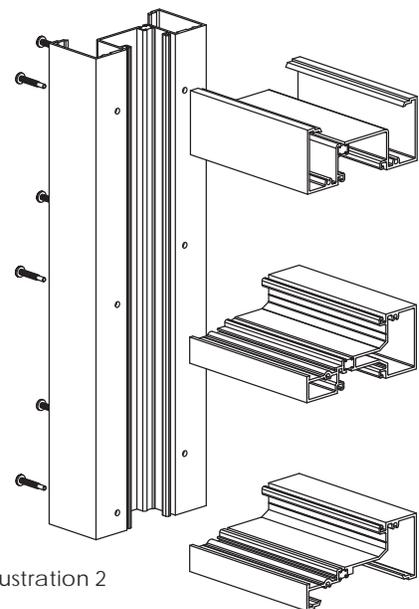
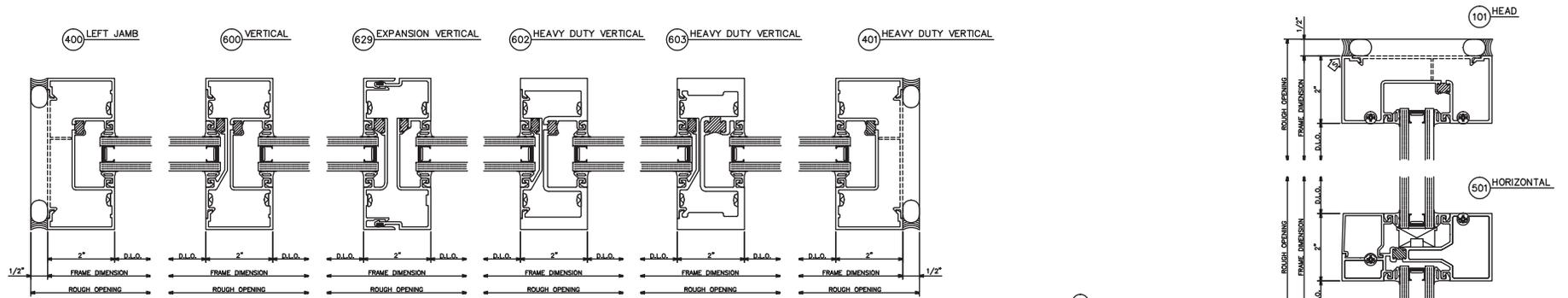


Illustration 2



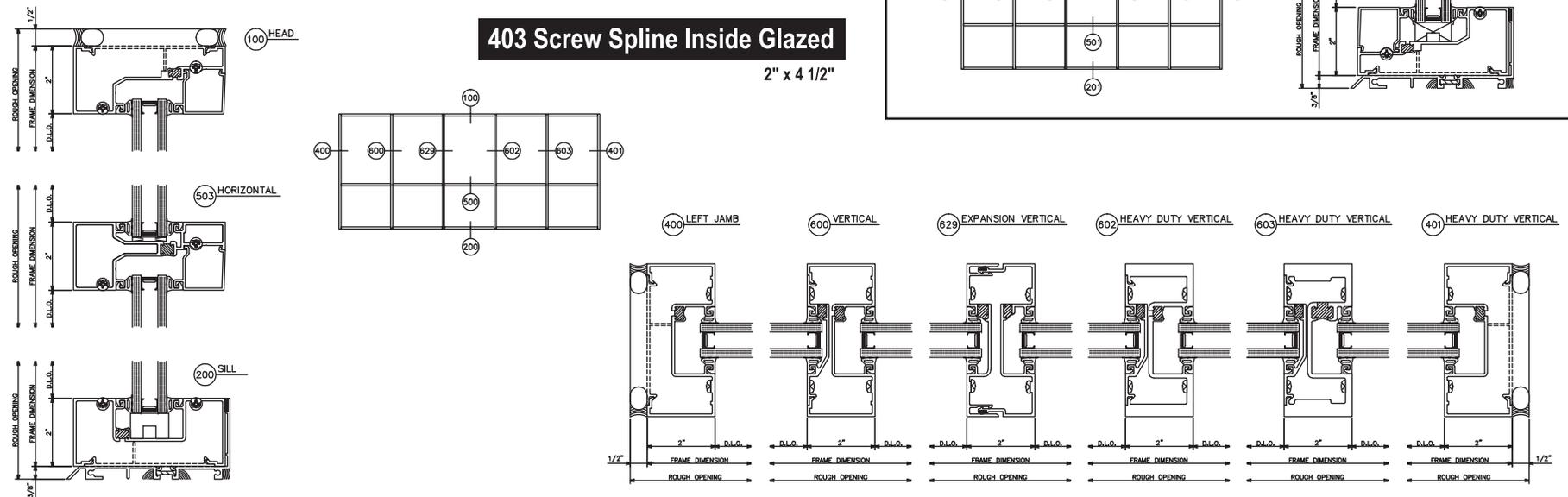
# 403 Screw Spline Outside Glazed

2" x 4 1/2"



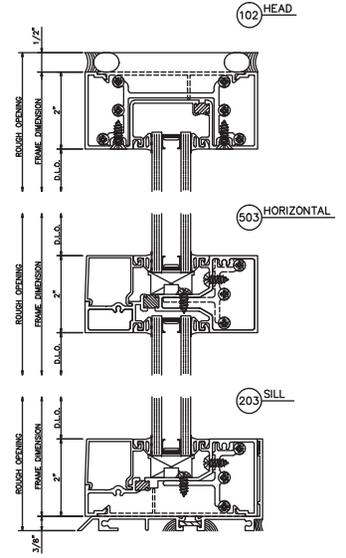
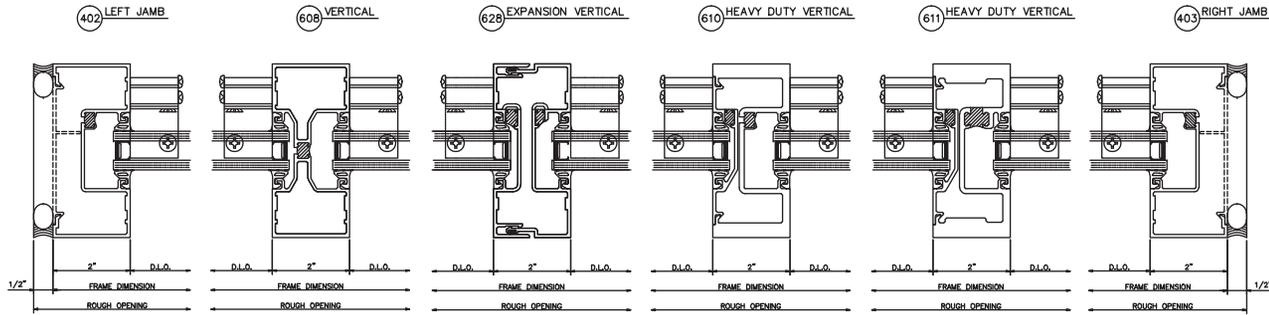
# 403 Screw Spline Inside Glazed

2" x 4 1/2"



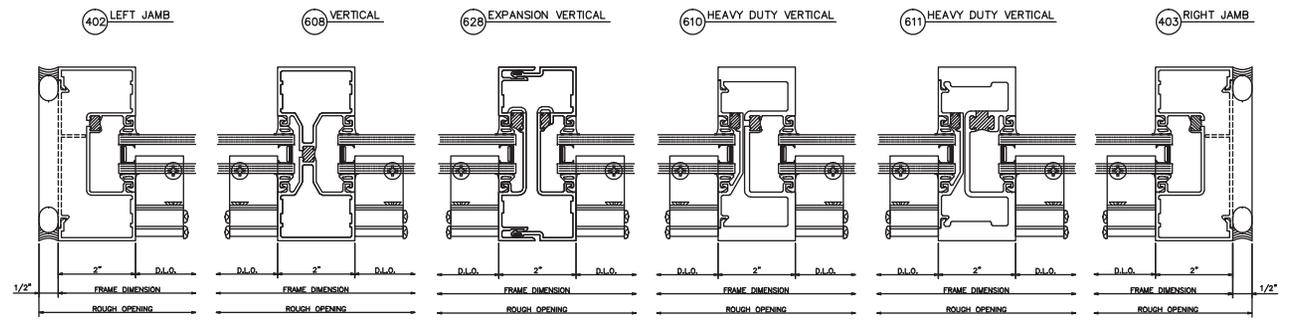
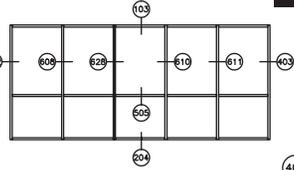
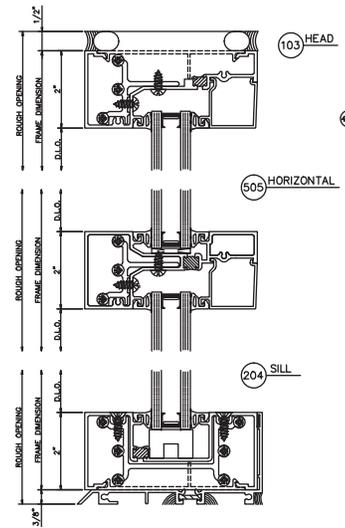
# 403 Shear Block Outside Glazed

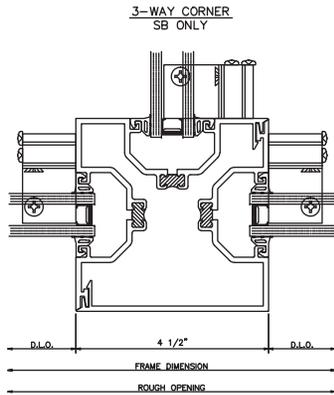
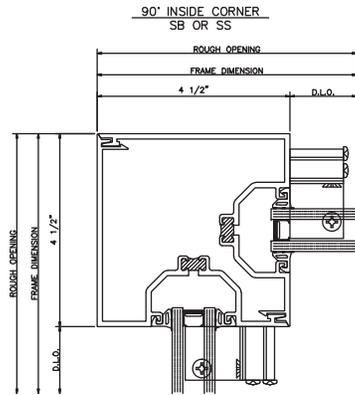
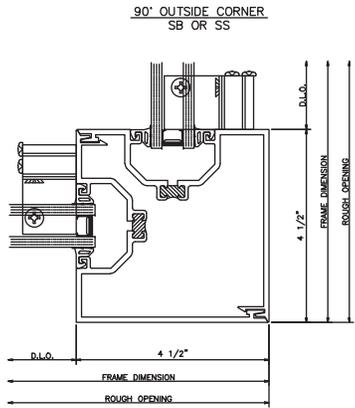
2" x 4 1/2"



# 403 Shear Block Inside Glazed

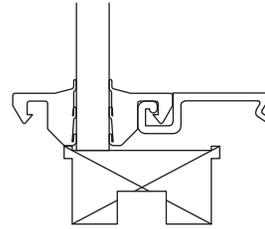
2" x 4 1/2"



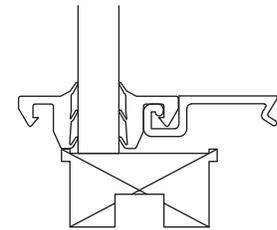


**403 Corners**

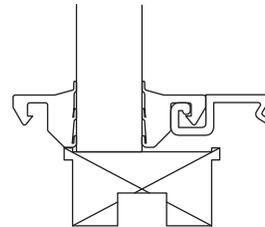
1/4" GLAZING



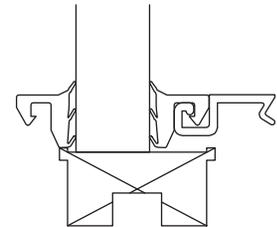
5/16" GLAZING



1/2" GLAZING



9/16" GLAZING



**403 Glazing**

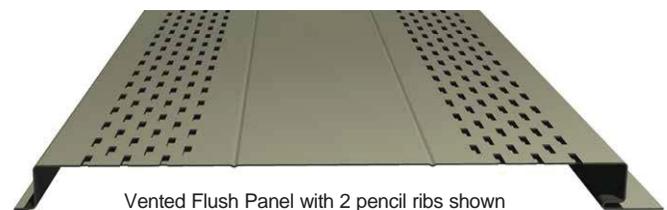
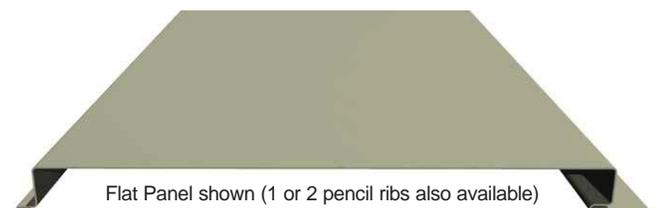
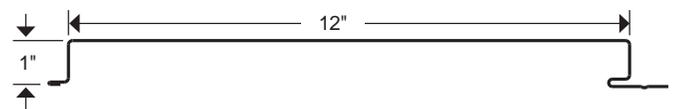


## CLEAN LINES FOR A DISTINCT DESIGN

*Flush Panel is a low profile, concealed fastener panel ideal for wall, soffit, fascia, and mechanical screen applications. Available in both flat and vented panels, Flush Panel provides a distinct design for any project.*

### Features and Benefits:

- Tested in accordance to ASTM E1592 and ASTM E283 & E331
- Available in standard 24ga and 22ga
- Select from up to 22 standard colors
- 30 year Limited Warranty, including Vented Flush Panels
- Available in flat, vented, and 1 or 2 pencil ribs. Vented panels can be used for exterior screen applications
- Venting available with no additional lead times
- Optional venting provides 7.8% open area (11.3 in<sup>2</sup>/ft<sup>2</sup> panel)
- Panel design allows for horizontal and vertical wall application, 22ga or heavier is required (Inquire for heavier gauges)
- Sealant is provided to create superior air and water infiltration resistance, factory injected sealant is not available on vented panels



# Flush Panel



Properties									Standard Finishes	
Gauge	Base Steel Thickness (in)	Yield (ksi)	Tensile (ksi)	Wt. (lbs/ft <sup>2</sup> )	I <sub>+</sub> (in <sup>4</sup> /ft)	S <sub>+</sub> (in <sup>3</sup> /ft)	I <sub>-</sub> (in <sup>4</sup> /ft)	S <sub>-</sub> (in <sup>3</sup> /ft)	Metallic Coating	Paint System
24	0.0232	50	65	1.30	0.0282	0.0338	0.0368	0.0381	AZ50	Cool Dura Tech 5000 (polyvinylidene fluoride) or Dura Tech mx (metallic polyvinylidene)
22	0.0294	50	55	1.64	0.0374	0.0493	0.0478	0.0503	AZ50	

**NOTES:** The moments of inertia, I<sub>+</sub> and I<sub>-</sub>, presented for determining deflection are:  $(2I_{\text{Effective}} + I_{\text{Gross}})/3$

Gauge	Span	Cond.	Allowable Inward Loads (lbs/ft <sup>2</sup> ) per Span (ft.-in.)						
			2' - 0"	2' - 6"	3' - 0"	3' - 6"	4' - 0"	4' - 6"	5' - 0"
24	Single Span	ASD, W/Ω	168	108	75	55	42	33	27
		L/180	-	-	-	-	38	27	20
	Double Span	ASD, W/Ω	159	108	77	58	45	35	29
		L/180	-	-	-	-	-	-	-
	Triple Span	ASD, W/Ω	187	129	93	70	55	44	35
		L/180	-	-	-	-	-	-	-
22	Single Span	ASD, W/Ω	246	157	109	80	62	49	39
		L/180	-	-	-	76	51	36	26
	Double Span	ASD, W/Ω	208	141	101	76	59	47	38
		L/180	-	-	-	-	-	-	-
	Triple Span	ASD, W/Ω	244	169	122	93	72	58	48
		L/180	-	-	-	-	-	-	-

Gauge	Allowable Outward Loads (lbs/ft <sup>2</sup> ) per Span (ft.-in.)						
	2' - 0"	2' - 6"	3' - 0"	3' - 6"	4' - 0"	4' - 6"	5' - 0"
24	66	60	55	49	43	38	32
22	112	101	89	78	67	55	44

Inward Loads	Single Span		<p><b>NOTES:</b>                      The information in these tables applies to uniform loads only.                      The upper values, ASD (W/Ω) are based on allowable panel strength.                      L/180 values based on allowable service load deflections.                      Table values denoted by "-" indicate that capacities are limited by panel strength vs. deflection.                      Values are based on AISI S100-07/S2-10.                      Maximum allowable outward load capacities are shown and dependent upon fastener-to-substrate capacities.                      Specifications subject to change without notice.</p>
	Double Span		
	Triple Span		
Outward Loads			

**Oil Canning** : All flat metal surfaces can display waviness commonly referred to as "oil canning". "Oil canning" is an inherent characteristic of steel products, not a defect, and therefore is not a cause for panel rejection.

AEP SPAN

# color

## Commercial & Industrial Products in COOL DuraTech<sup>®</sup> nt

### The DuraTech<sup>®</sup> nt system featuring Energy Saving Cool Colors

AEP Span's Commercial & Industrial steel panels are designed to give superior performance in harsh environments and provide energy savings with the **Cool DuraTech<sup>®</sup> nt** coating system. The **DuraTech<sup>®</sup> nt** systems combines the corrosion protection of Zinalume<sup>®</sup> with a highly durable Cool resin technology to reduce the demand for energy and provide excellent color retention.

Expect the **DuraTech<sup>®</sup> nt** coating system to provide long lasting good looks.



*Cool Surf White<sup>1</sup>*



*Cool Old Town Gray*



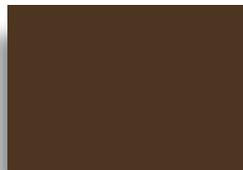
*Cool Tahoe Blue*



*Cool Rustic Red*



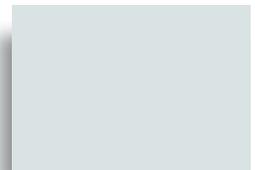
*Cool Light Stone*



*Cool Chestnut Brown*



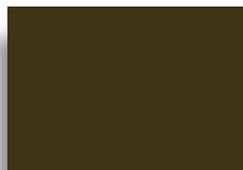
*Cool Denali Green*



*Cool Winter White*



*Cool Desert Beige<sup>1</sup>*



*Cool Weathered Copper*



*Zinalume<sup>®</sup> Plus (Bare Steel)*

CRRC and SRI values can be obtained by contacting customer service

<sup>1</sup>Surf White and Desert Beige in 29 gauge are also available in ColorGuard xt, a polyester coating. Contact your AEP Span representative for more information and product availability.



Limited by printing process and viewing conditions, color swatches are for reference only. Actual sample color chips are available to verify color. Not all colors available in all gauges from all locations. Product standards subject to change without notice.

Visit us at [www.aepspan.com](http://www.aepspan.com)

# Exhibit C

## **EXHIBIT C: WHY PROPOSED WORK SHOULD BE APPROVED**

The property at 312 W. Commercial St., a non-contributing structure to the Commercial Street Historic District, will continue to be used for its historic purpose (Business, Group B) and the original character of the north-facing façade will be retained and preserved, as previously reviewed and approved by the Landmarks Board in 2012. Per the Secretary of Interior's Standards for Rehabilitation, the new addition will be designed in a manner that makes clear what is historic and what is new; maintaining a physical record of the building's time, place, and use. Brick used for the construction of the new addition will be brick of similar size, but different in color to match the original color scheme fronting W. Commercial St. A parapet height, similar to that of the original building, will be maintained on all new elevations. The new work shall be differentiated from the old but be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. The new addition will also be placed on a non-character-defining elevation and will be limited in the size and scale in relationship to the original structure. Additionally, the new addition has been designed so that there is the least possible loss of historic materials and so the character-defining features are not obscured, damaged, or destroyed. The structure will also be self-supported and independent of the original building, so that if removed in the future, the essential form and integrity of the original property and its environment will be unimpaired. The relationship to the historic district will also be maintained in terms of mass, materials, relationship of solids to voids, and color. The new addition does NOT do the following:

- Expand the size of the original historic building when the new use could be met by altering non-character-defining interior spaces.
- Obscure, damage, or destroy character-defining features of the historic building.
- Duplicate the exact form, material, style, and detailing of the historic building so that the new work appears to be part of the historic building.
- Imitate a historic style or period of architecture.

Serving as the primary entrance for employees, the present W. Blaine St. entrance lacks a sense of importance and has several logistical and security concerns. A solid exterior door does not provide clear line of sight to the parking lot and the adjacent window is blocked by parked vehicles during business hours. Additionally, unscreened and unsecured trash receptacles are an eyesore and are also susceptible to tampering. Rainwater from the roof is currently drained to the existing gravel lot and heavy rains have caused soil and gravel erosion in various locations. The new addition will not only provide additional space for the offices, but would also resolve the existing problems with the present rear entrance.

To protect the character, setting, and development of Commercial Street itself, the following principles were taken into consideration when designing the new addition:

- Pattern – The pattern is most readily found in the building materials used, which primarily consists of brick. Because this material is used throughout the Commercial Street District, the addition contributes to a sense of visual cohesiveness. The proposed materials of the addition are similar to those used in the original building.
- Alignment – The southern-most wall of the new addition conforms to the existing utility easement, but also extends horizontally to approximately the same line as the neighboring structure. Additionally, the elevation of the new parapet aligns approximately with the existing parapet fronting W. Commercial St., creating visual consistency through the use of vertical alignment.

- Size and Shape – The size and shape of the proposed addition are limited in height, width and depth so as to adhere to the ordering principles of the original structure. The new addition does not boast a greater significance than the original or neighboring structure through any gesture of size or shape; showing respect to existing scale, massing, and arrangements of elements.

In addition to the aforementioned design principles, the rear facade was developed with respect to function, parking, and neighboring buildings. As recommended by the Commercial Street Historic District Design Guidelines, the proposed addition would clean up the rear façade and treat the new entrance with a level of importance appropriate to its function, without exceeding the Commercial St. facade in importance or emphasis.

For security, a glass storefront system including a glass door will be located at the proposed south entrance for direct-line-of site to the adjacent public parking lot. The proposed storefront system and door will match those proposed for the Commercial Street façade that was previously approved by the Landmarks Board in 2012.

To maximize office space in the new addition, the southern-most wall follows the edge of the existing utility easement; allowing for a small entry vestibule adjacent to the studio space as well as integral weather protection at the rear entrance. Additionally, a secure utility space is incorporated with the rear entrance design so as to screen dumpsters and other unsightly utilities. The materiality of this enclosure is metal, de-emphasizing its visual appearance as it is set back a distance from the southern-most brick façade.

The color of the brick at the new addition was selected to match the existing grey stucco of the Commercial St. façade, creating a cohesive color scheme for the business and tying the elements of the building together. Additionally, the light grey brick color is clearly differentiated from the adjacent brick structures and provides a light value for the mostly shaded façade. Because the west wall of the addition is required to be a fire-rated per the 2012 International Building Code, fenestrations were not provided.

Per the Springfield Land Development Code for Commercial Street metal trim and accent pieces are allowed though are not to exceed 15 percent of the exterior surface of the building. Metal accent pieces and trim will be utilized in the utility/ trash enclosure and the canopy covering the rear entrance. Utility meters, trash and recycling receptacles will be located inside a concealed enclosure that is required by the city to be vented and screened from view. The use of dark metal panels at the rear entrance contrasts the light grey brick – creating a modest, accent detail that delineates the building's new, rear entrance.