

# HISTORIC AND DESIGN REVIEW COMMISSION

May 03, 2017

**HDRC CASE NO:** 2017-181  
**ADDRESS:** 330 E MYRTLE  
**LEGAL DESCRIPTION:** NCB 1751 BLK 6 LOT 2 & W 2.8 OF 1  
**ZONING:** MF-33 H  
**CITY COUNCIL DIST.:** 1  
**DISTRICT:** Tobin Hill Historic District  
**APPLICANT:** Ricardo McCullough/McCullough Design Associates  
**OWNER:** Imagine Holdings  
**TYPE OF WORK:** Construction of a two story addition, modification of existing facade elements, roof replacement, chimney removal

## REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Construct a two story addition in the rear of the property, to include modifications to the existing roofline.
2. Replace existing shingle roof with new metal roof.
3. Remove existing facade elements, including windows and siding, from the primary structure for addition.
4. Remove an existing chimney.

## APPLICABLE CITATIONS:

*Historic Design Guidelines, Chapter 2, Exterior Maintenance and Alterations*

### 1. Materials: Woodwork

#### A. MAINTENANCE (PRESERVATION)

- i. *Inspections*—Conduct semi-annual inspections of all exterior wood elements to verify condition and determine maintenance needs.
- ii. *Cleaning*—Clean exterior surfaces annually with mild household cleaners and water. Avoid using high pressure power washing and any abrasive cleaning or stripping methods that can damage the historic wood siding and detailing.
- iii. *Paint preparation*—Remove peeling, flaking, or failing paint surfaces from historic woodwork using the gentlest means possible to protect the integrity of the historic wood surface. Acceptable methods for paint removal include scraping and sanding, thermal removal, and when necessary, mild chemical strippers. Sand blasting and water blasting should never be used to remove paint from any surface. Sand only to the next sound level of paint, not all the way to the wood, and address any moisture and deterioration issues before repainting.
- iv. *Repainting*—Paint once the surface is clean and dry using a paint type that will adhere to the surface properly. See *General Paint Type Recommendations* in Preservation Brief #10 listed under Additional Resources for more information.
- v. *Repair*—Repair deteriorated areas or refasten loose elements with an exterior wood filler, epoxy, or glue.

#### B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. *Facade materials*—Avoid removing materials that are in good condition or that can be repaired in place. Consider exposing original wood siding if it is currently covered with vinyl or aluminum siding, stucco, or other materials that have not achieved historic significance.
- ii. *Materials*—Use in-kind materials when possible or materials similar in size, scale, and character when exterior woodwork is beyond repair. Ensure replacement siding is installed to match the original pattern, including exposures. Do not introduce modern materials that can accelerate and hide deterioration of historic materials. Hardiboard and other cementitious materials are not recommended.
- iii. *Replacement elements*—Replace wood elements in-kind as a replacement for existing wood siding, matching in profile, dimensions, material, and finish, when beyond repair.

### 3. Materials: Roofs

#### A. MAINTENANCE (PRESERVATION)

- i. *Regular maintenance and cleaning*—Avoid the build-up of accumulated dirt and retained moisture. This can lead to the

growth of moss and other vegetation, which can lead to roof damage. Check roof surface for breaks or holes and flashing for open seams and repair as needed.

#### B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. *Roof replacement*—Consider roof replacement when more than 25-30 percent of the roof area is damaged or 25-30 percent of the roof tiles (slate, clay tile, or cement) or shingles are missing or damaged.
- ii. *Roof form*—Preserve the original shape, line, pitch, and overhang of historic roofs when replacement is necessary.
- iii. *Roof features*—Preserve and repair distinctive roof features such as cornices, parapets, dormers, open eaves with exposed rafters and decorative or plain rafter tails, flared eaves or decorative purlins, and brackets with shaped ends.
- iv. *Materials: sloped roofs*—Replace roofing materials in-kind whenever possible when the roof must be replaced. Retain and re-use historic materials when large-scale replacement of roof materials other than asphalt shingles is required (e.g., slate or clay tiles). Salvaged materials should be re-used on roof forms that are most visible from the public right-of-way. Match new roofing materials to the original materials in terms of their scale, color, texture, profile, and style, or select materials consistent with the building style, when in-kind replacement is not possible.
- v. *Materials: flat roofs*—Allow use of contemporary roofing materials on flat or gently sloping roofs not visible from the public right-of-way.
- vi. *Materials: metal roofs*—Use metal roofs on structures that historically had a metal roof or where a metal roof is appropriate for the style or construction period. Refer to Checklist for Metal Roofs on page 10 for desired metal roof specifications when considering a new metal roof. New metal roofs that adhere to these guidelines can be approved administratively as long as documentation can be provided that shows that the home has historically had a metal roof.
- vii. *Roof vents*—Maintain existing historic roof vents. When deteriorated beyond repair, replace roof vents in-kind or with one similar in design and material to those historically used when in-kind replacement is not possible.

#### *Maintenance and Alterations Checklist for Roofs*

1. Preserve the original roof shape and overhang when replacement is necessary.
2. Preserve and repair distinctive roof features.
3. Replace sloped roofing materials with in-kind materials when possible.
4. Clean gutters and downspouts regularly to prevent water damage to historic materials.
5. Match downspouts and gutters to those historically used or to the color and finish of the building as to not distract from the character of the building.
6. Inspect roofs regularly and replace before deterioration of the roof surface reaches significant levels.
7. A modern standing seam metal roof may not be a suitable replacement for historic standing seam roof.

#### *Checklist for Metal Roofs*

New metal roofs that adhere to the guidelines below can be approved as long as documentation can be provided that shows that the home has historically had a metal roof or is of a style or construction period where a metal roof is appropriate.

1. Use panels that are 18 to 21 inches in width.
2. Ensure seams are an appropriate height for the slope of the roof (1 to 2 inches).
3. Use a crimped ridge seam that is consistent with the historic application.
4. Use a low-profile ridge cap with no ridge cap vent or end cap when a crimped ridge seam is not used.
5. Match the existing roof color or use the standard galvalume; modern manufacturer's colors are not recommended.

#### 6. Architectural Features: Doors, Windows, and Screens

##### A. MAINTENANCE (PRESERVATION)

- i. *Openings*—Preserve existing window and door openings. Avoid enlarging or diminishing to fit stock sizes or air conditioning units. Avoid filling in historic door or window openings. Avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way.
- ii. *Doors*—Preserve historic doors including hardware, fanlights, sidelights, pilasters, and entablatures.
- iii. *Windows*—Preserve historic windows. When glass is broken, the color and clarity of replacement glass should match the original historic glass.
- iv. *Screens and shutters*—Preserve historic window screens and shutters.
- v. *Storm windows*—Install full-view storm windows on the interior of windows for improved energy efficiency. Storm window may be installed on the exterior so long as the visual impact is minimal and original architectural details are not obscured.

##### B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. Doors—Replace doors, hardware, fanlight, sidelights, pilasters, and entablatures in-kind when possible and when deteriorated beyond repair. When in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element.
- ii. New entrances—Ensure that new entrances, when necessary to comply with other regulations, are compatible in size, scale, shape, proportion, material, and massing with historic entrances.
- iii. Glazed area—Avoid installing interior floors or suspended ceilings that block the glazed area of historic windows.
- iv. Window design—Install new windows to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair.
- v. Muntins—Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary. Do not use internal muntins sandwiched between layers of glass.
- vi. Replacement glass—Use clear glass when replacement glass is necessary. Do not use tinted glass, reflective glass, opaque glass, and other non-traditional glass types unless it was used historically. When established by the architectural style of the building, patterned, leaded, or colored glass can be used.
- vii. Non-historic windows—Replace non-historic incompatible windows with windows that are typical of the architectural style of the building.
- viii. Security bars—Install security bars only on the interior of windows and doors.
- ix. Screens—Utilize wood screen window frames matching in profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screens closely matches the original screens or those used historically.
- x. Shutters—Incorporate shutters only where they existed historically and where appropriate to the architectural style of the house. Shutters should match the height and width of the opening and be mounted to be operational or appear to be operational. Do not mount shutters directly onto any historic wall material.

### *Historic Design Guidelines, Chapter 3, Guidelines for Additions*

#### 1. Massing and Form of Residential Additions

##### A. GENERAL

- i. *Minimize visual impact*—Site residential additions at the side or rear of the building whenever possible to minimize views of the addition from the public right-of-way. An addition to the front of a building would be inappropriate.
- ii. *Historic context*—Design new residential additions to be in keeping with the existing, historic context of the block. For example, a large, two-story addition on a block comprised of single-story homes would not be appropriate.
- iii. *Similar roof form*—Utilize a similar roof pitch, form, overhang, and orientation as the historic structure for additions.
- iv. *Transitions between old and new*—Utilize a setback or recessed area and a small change in detailing at the seam of the historic structure and new addition to provide a clear visual distinction between old and new building forms.

##### B. SCALE, MASSING, AND FORM

- i. *Subordinate to principal facade*—Design residential additions, including porches and balconies, to be subordinate to the principal façade of the original structure in terms of their scale and mass.
- ii. *Roofline additions*—Limit rooftop additions to rear facades to preserve the historic scale and form of the building from the street level and minimize visibility from the public right-of-way. Full-floor second story additions that obscure the form of the original structure are not appropriate.
- iii. *Dormers*—Ensure dormers are compatible in size, scale, proportion, placement, and detail with the style of the house. Locate dormers only on non-primary facades (those not facing the public right-of-way) if not historically found within the district.
- iv. *Footprint*—The building footprint should respond to the size of the lot. An appropriate yard to building ratio should be maintained for consistency within historic districts. Residential additions should not be so large as to double the existing building footprint, regardless of lot size.
- v. *Height*—Generally, the height of new additions should be consistent with the height of the existing structure. The maximum height of new additions should be determined by examining the line-of-sight or visibility from the street. Addition height should never be so contrasting as to overwhelm or distract from the existing structure.

#### 3. Materials and Textures

##### A. COMPLEMENTARY MATERIALS

- i. *Complementary materials*—Use materials that match in type, color, and texture and include an offset or reveal to distinguish the addition from the historic structure whenever possible. Any new materials introduced to the site as a result of an addition must be compatible with the architectural style and materials of the original structure.
- ii. *Metal roofs*—Construct new metal roofs in a similar fashion as historic metal roofs. Refer to the Guidelines for Alterations and Maintenance section for additional specifications regarding metal roofs.

iii. *Other roofing materials*—Match original roofs in terms of form and materials. For example, when adding on to a building with a clay tile roof, the addition should have a roof that is clay tile, synthetic clay tile, or a material that appears similar in color and dimension to the existing clay tile.

#### B. INAPPROPRIATE MATERIALS

i. *Imitation or synthetic materials*—Do not use imitation or synthetic materials, such as vinyl siding, brick or simulated stone veneer, plastic, or other materials not compatible with the architectural style and materials of the original structure.

#### C. REUSE OF HISTORIC MATERIALS

i. *Salvage*—Salvage and reuse historic materials, where possible, that will be covered or removed as a result of an addition.

### 4. Architectural Details

#### A. GENERAL

i. *Historic context*—Design additions to reflect their time while respecting the historic context. Consider character-defining features and details of the original structure in the design of additions. These architectural details include roof form, porches, porticos, cornices, lintels, arches, quoins, chimneys, projecting bays, and the shapes of window and door openings.

ii. *Architectural details*—Incorporate architectural details that are in keeping with the architectural style of the original structure. Details should be simple in design and compliment the character of the original structure. Architectural details that are more ornate or elaborate than those found on the original structure should not be used to avoid drawing undue attention to the addition.

iii. *Contemporary interpretations*—Consider integrating contemporary interpretations of traditional designs and details for additions. Use of contemporary window moldings and door surroundings, for example, can provide visual interest while helping to convey the fact that the addition is new.

### FINDINGS:

- a. The structure at 330 E. Myrtle St is a single-family home with Craftsman details. The home features a deep, low-pitched double gable roofline and exposed rafter beams. The property is a contributing structure in the Tobin Hill Historic District. The applicant has proposed to construct a new addition to the rear of the property, remove an existing chimney, modify existing fenestration, and replace the existing shingle roof with a new standing seam metal roof.
- b. The applicant met with the Design Review Committee (DRC) on April 11, 2017 and April 26, 2017. On April 11, the DRC recommended the retention of the existing chimney, installing windows on either side of the chimney to allow for light into the new bedroom, shifting a new window on the west façade slightly to align with the historic fenestration, modifying dormer roofs on the sides of the new addition to shed roofs, and the submission of a window schedule showing where new and salvaged windows would be located. The applicant was heard by the HDRC on April 19, 2017 and it was referred back to DRC based on unresolved final solutions for the roofline, chimney, and windows. At the DRC on April 26, the committee members echoed the earlier suggestion to retain the chimney and, if deteriorated beyond repair, to rebuild the chimney in-kind on the exterior, noting that the chimney is a character defining feature of the home. The applicant also inset the addition slightly from the primary structure in new drawings, and the DRC commended this approach. The DRC also repeated the need for a window schedule showing the locations of the new and salvaged windows. The DRC suggested adjusting the rear addition's roofline to a steeper pitch and deeper eaves to reflect the existing roofline on the primary structure that will be removed to make way for the addition. This intent is illustrated in sketches made to the originally submitted drawings included in the exhibits. Staff agreed that this updated solution complies with the guidelines as described in finding f. Final documents showing this updated approach have yet to be submitted by the applicant at the time of posting.
- c. **FOOTPRINT** - The proposed addition is located at the rear of the structure and is less than a third of the existing footprint in size. The block also features historic homes with much larger footprints extending deep into lots. Staff finds the additional footprint consistent with guideline 1.B.iv and compatible with the lot size, existing setbacks, and neighborhood context.
- d. **HEIGHT** - The guidelines stipulate that an addition should be consistent with the height existing structure as to not overwhelm or distract from the primary form. The proposed rear addition matches the height of the original structure and does not overwhelm the primary façade. Additionally, the home is neighbored on the west, north, and south by two-story structures, which are common in the neighborhood and the district as a whole. Staff finds

the height of the proposed addition acceptable and consistent with the guidelines.

- e. **MATERIALITY** - Guideline 3.A.i states that additions should include an offset or reveal to distinguish the addition from the historic structure whenever possible. The applicant has proposed to offset the addition by approximately 1 foot to provide a clear indication of where the primary structure ends and the addition begins. Staff finds the proposal consistent with the guidelines.
- f. **ROOF DESIGN** - The proposed addition's roof will match the height of the existing ridgeline and extend into the rear of the lot. Currently, the lot on the east side of the house is vacant, and its east façade is directly visible from the public right-of-way. The proposed roof features details that break the plane of a continuous roof form, including side dormers with simple shed roofs reflective of the existing structure's primary roof configuration, and a steeper roof pitch with extended rafters at the rear 1/3 of the addition that directly echoes the existing roof form to be removed to make way for the addition. The extension reflects the historic roof pitch while adding dimension and depth to the side elevations as to not overwhelm the primary structure on the east façade. Staff does find the roof form compatible with the existing structure in its architectural gestures and consistent with the guidelines.
- g. **ROOF MATERIAL** – The checklist for metal roofs in the Historic Design Guidelines do not recommend replacing an existing non-metal roof with metal unless metal roofs were common for the construction style and era. Metal roofs are historically common on Craftsman homes and are highly characteristic of homes along this particular corridor of E. Myrtle St. Staff finds the proposal consistent with these guidelines given the style of the home and the material context of the surrounding district.
- h. **CHIMNEY REMOVAL** – According to the Guidelines for Exterior Maintenance and Alterations, historic masonry should be preserved or replaced with in-kind material whenever possible. Staff does not find the proposed removal of the chimney consistent with the guidelines.

## **RECOMMENDATION:**

1. Staff recommends approval of the two story addition based on findings a through h with the following stipulations:
  - i. That the applicant submits a set of elevation drawings indicating the final roof form for staff approval.
  - ii. That the applicant submits a window schedule indicating where existing windows will be removed, where existing windows will be relocated, and where new windows will be installed in both the existing structure and new addition.
  - iii. That the applicant submits details on the new window specifications, profile, and inset on the structure.
2. Staff recommends approval of the roof replacement based on findings a and f with the stipulation that the metal roof comply with the OHP Checklist for Metal Roofs.
3. Staff recommends approval of the fenestration modifications with stipulation ii indicated in recommendation #1.
4. Staff does not recommend the removal of the existing chimney. If the existing chimney is not repairable, staff recommends that the chimney be reconstructed in-kind. The applicant must submit visual documentation of the existing chimney, including dimensions, to staff with a plan for reconstruction for approval.

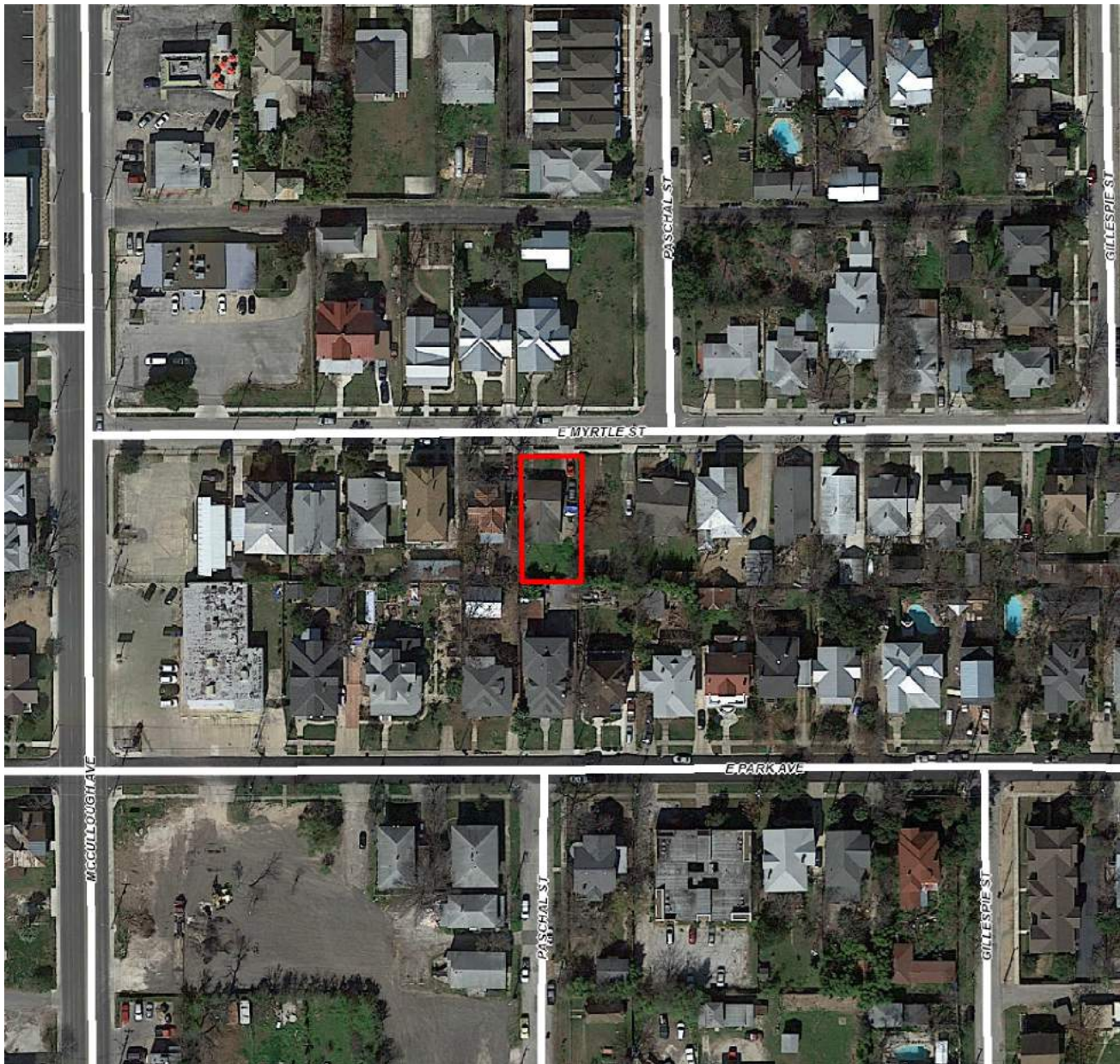
## **CASE MANAGER:**

Stephanie Phillips

## **CASE COMMENTS:**

The applicant met with the Design Review Committee (DRC) on April 11, 2017. The case was heard by the HDRC on April 19, 2017 and was referred back to DRC. The applicant attended DRC again on April 26, 2017. Items discussed are included in finding b.





## Flex Viewer

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Printed: Apr 14, 2017

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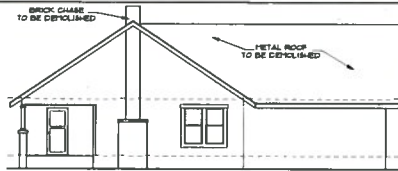






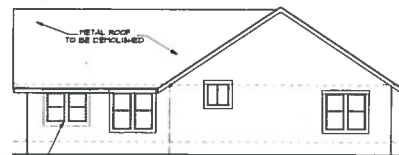






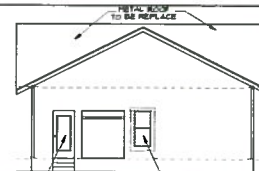
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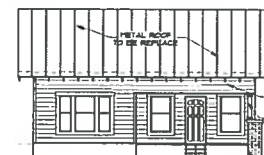
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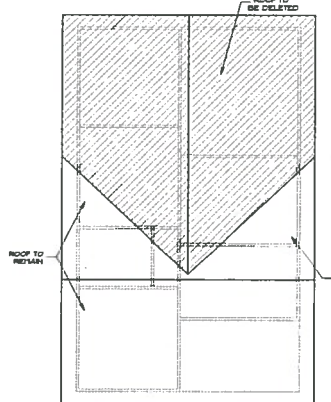
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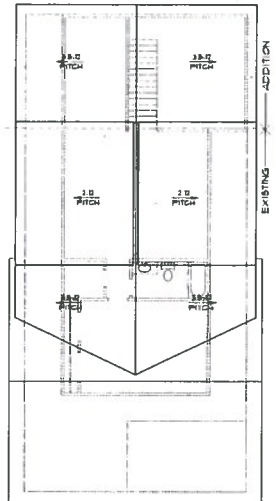
EXIST. FRONT ELEV.

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EXISTING ROOF PLAN

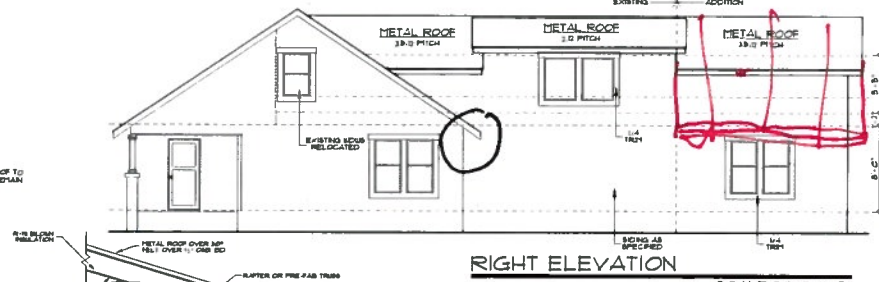
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PROPOSED ROOF PLAN

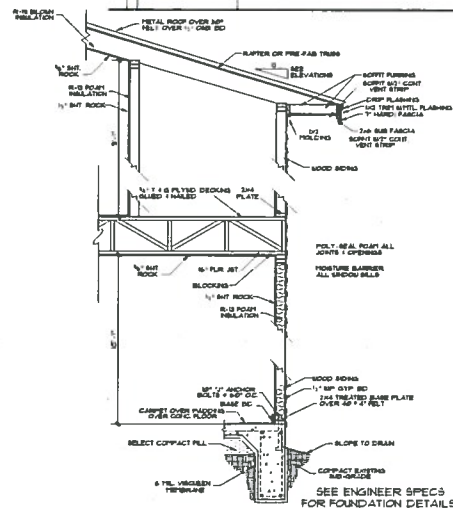
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NOTE: OVERHANGS TO MATCH EXISTING



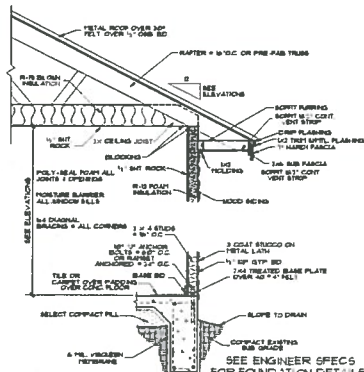
RIGHT ELEVATION

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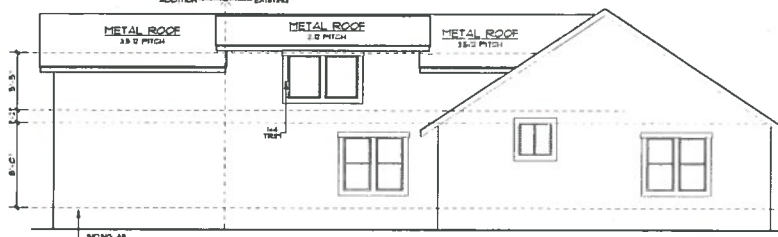
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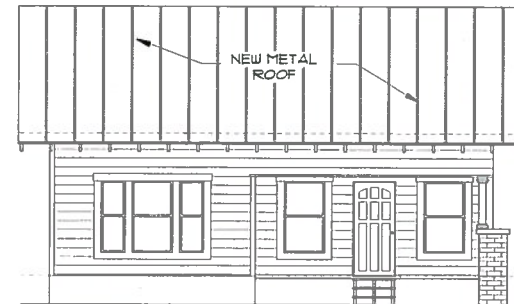
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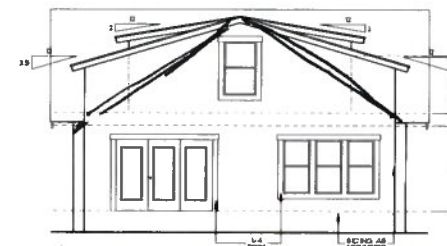
LEFT ELEVATION

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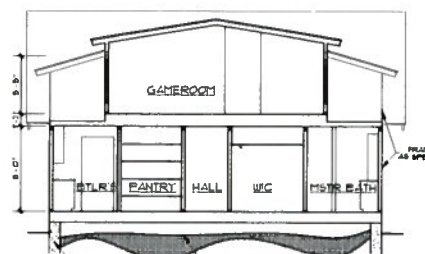
FRONT ELEVATION

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REAR ELEVATION

SCALE 3/16" = 1'-0"



SECTION A-A

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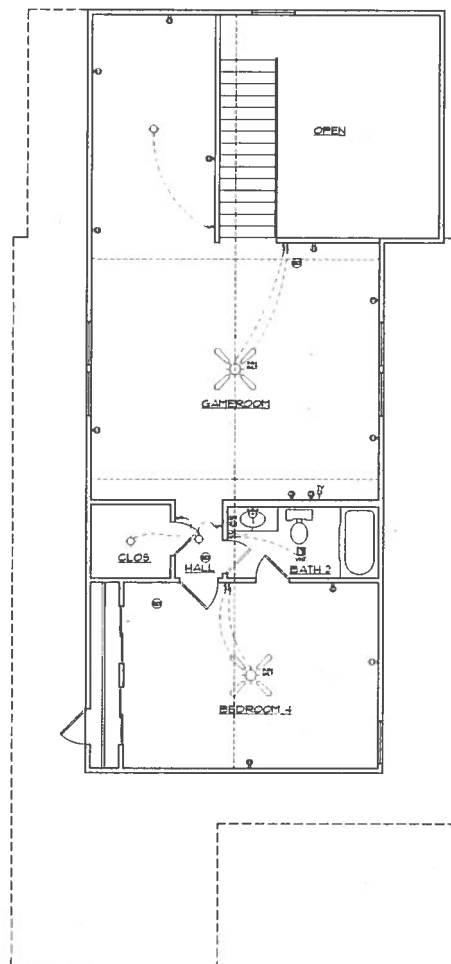
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SAN ANTONIO, TX 78216  
PH. 843-1632  
Aced@1628blanco.com

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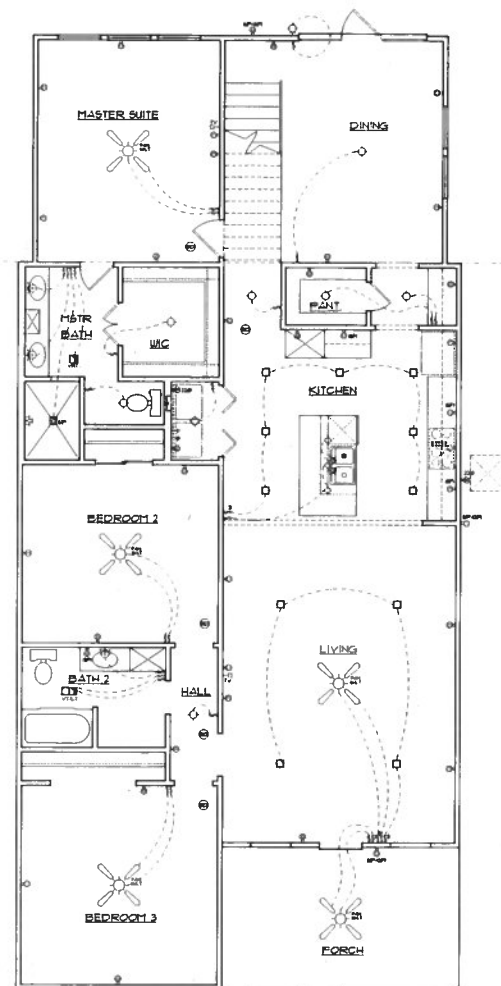
**A REMODEL AND ADDITION**  
LOT 2 & W 28.0 OF 1, BLK 6, NCB 1751,  
330 E. MYRTLE ST.,  
TOBIN HILLS,  
SAN ANTONIO, TEXAS

REVISIONS:	
DATE	ITEM
04.18.2017	CITY COMMENTS
04.25.2017	CITY COMMENTS

DRAWN BY: RAMC	SCALED: AS NOTED
CHECKED BY: RAMC	DATE: 03.30.2017
PROJECT NO:	PROJECT NO:
SHEET 4 of	5



SCALE 4" = 1'-0"



SCALE: 1" = 1'-0"

**A REMODEL AND ADDITION**  
LOT 2 & W 2.8 OF 1, BLK 4, NCB 1751,  
330 E. MYRTLE ST.,  
TOBIN HILLS,  
SAN ANTONIO, TEXAS

DRAWN BY: RAMC	SCALED: AS NOTED
CHECKED BY: RAMC	DATE: 03.30.2017
	PROJECT No:
SHEET 5 of	5





CITY OF SAN ANTONIO  
**OFFICE OF HISTORIC  
PRESERVATION**

**Historic and Design Review Commission  
Design Review Committee  
Report & Recommendation**

DATE: 4.26.2017 HDRC Case# 2017-181

ADDRESS: 330 E. MYRTLE Meeting Location: 1901 S Alamo

APPLICANT: Ricardo McCullough

DRC Members present: Kent John

Staff present: Stephanie Phillips

Others present: —

REQUEST: Rear addition, chimney removal, window mods

**COMMENTS/CONCERNS:**

Inset on addition to distinguish part of new from old  
column to nowhere? living with existing column. Added to  
drawings.

Chimney: need to rebuild if deciding to remove.

Modify roofline in rear to match former roofline. Kent:  
"backend". Both ok with that gesture, interior is just

open space. Need window details, show where they will  
be removed, reused, and where new ones will be.

**COMMITTEE RECOMMENDATION:** ☐ APPROVE ☐ DISAPPROVE ☐  
**APPROVE WITH COMMENTS/STIPULATIONS:**

\_\_\_\_\_  
Committee Chair Signature (or representative)

\_\_\_\_\_  
Date



CITY OF SAN ANTONIO  
**OFFICE OF HISTORIC  
PRESERVATION**

**Historic and Design Review Commission  
Design Review Committee  
Report & Recommendation**

DATE: 4/12/2017 HDRC Case# \_\_\_\_\_

ADDRESS: 330 E. Myrtle Meeting Location: 1901 S. Alamo

APPLICANT: Ricardo McCullough

DRC Members present: Tim, John

Staff present: Stephanie Phillips

Others present: \_\_\_\_\_

REQUEST: Two story addition to the rear

**COMMENTS/CONCERNS:** \_\_\_\_\_

chimney / fireplace removal - pitch why at hearing  
any way of doing the dormer - shed dormer  
on side? Tim / John = yes.

window change on left facade

how new side windows align - adjust shower  
layout

roof - metal OK

**COMMITTEE RECOMMENDATION:** APPROVE [ ] DISAPPROVE [ ]  
**APPROVE WITH COMMENTS/STIPULATIONS:**

\_\_\_\_\_  
Committee Chair Signature (or representative)

\_\_\_\_\_  
Date



plan of window relocation

new windows on rear of property

landscaping plan to include