

PLANNING DIVISION STAFF REPORT

January 12, 2026

PREPARED FOR THE LANDMARKS COMMISSION



Project Name & Address: 1520 Rutledge Street

Application Type(s): Certificate of Approval for an addition

Legistar File ID # [91229](#)

Prepared By: Heather Bailey, Preservation Planner, Planning Division

Date Prepared: January 7, 2026

Summary

Project Applicant/Contact: Christi Weber, TDS Design Build

Requested Action: The Applicant is requesting that the Landmarks Commission approve a Certificate of Approval for a rear porch addition

Background Information

Parcel Location/Information: The subject property is located within the Marquette Bungalows local historic district

Relevant Ordinance Sections:

41.18 STANDARDS FOR GRANTING A CERTIFICATE OF APPROVAL

A Certificate of Approval shall be granted only if the proposed project complies with this chapter, including all of the following standards that apply.

- (1) New Construction or Exterior Alteration. The Landmarks Commission shall approve a certificate of Approval for exterior alteration or construction only if:
 - (a) In the case of exterior alteration to a designated landmark, the proposed work would meet the Secretary of the Interior's Standards for Rehabilitation.
 - (b) In the case of exterior alteration or construction of a structure on a landmark site, the proposed work would meet the Secretary of the Interior's Standards for Rehabilitation.
 - (c) In the case of exterior alteration or construction on any property located in a historic district, the proposed exterior alteration or construction meets the adopted standards and guidelines for that district.
 - (d) In the case of any exterior alteration or construction for which a certificate of Approval is required, the proposed work will not frustrate the public interest expressed in this ordinance for protecting, promoting, conserving, and using the City's historic resources.

41.26 STANDARDS FOR ADDITIONS.

- (1) General.
 - (a) General.
 2. A new addition shall be designed to be subordinate and compatible with the character of the structure.
 3. The addition shall be visually separated from the principal building.
 - (b) Materials and Features.
 1. A new addition shall be constructed on a secondary or non-character defining elevation so that historic materials and features are not obscured, damaged or destroyed.
 - (d) Exceptions.

1. Additions to structures in Marquette Bungalows Historic District shall be no taller than the existing historic resource.
- (2) Building Site.
 - (a) General.
 1. Exterior additions to historic buildings shall be designed to be compatible with the historic character of historic resources within two hundred (200) feet and to maintain the pattern of the district.
- (4) Roofs.
 - (a) General.
 1. The form and pitch of the addition roof shall be similar to and compatible with the existing roof form and pitch.
 - (b) Materials.
 2. Any roofing materials shall be permitted on flat or slightly sloped roofs not visible from the developed public right-of-way.
- (5) Windows and Doors.
 - (a) General.
 1. Openings and the windows or doors in them shall be compatible with the overall design of the historic building.
 2. The new openings shall have similar dimensions, operation, components, and finish as the historic windows or doors of the structure.
 - (c) Entrance Doors and Storm Doors.
 1. Doors shall be compatible with the overall design of the building.
 2. New door openings shall have a similar height to width ratio, components, and finish as the historic doors of the structure.
 3. Storm doors shall be full-light or full-view and have a non-reflective coating.
- (6) Entrances, Porches, Balconies and Decks.
 - (a) Porch Elements.
 1. The style of porch posts, balusters and rails shall be compatible with the overall design of the historic porch but, in most cases, not duplicate the historic features.
 2. Spaces beneath porches and stairs shall be enclosed with a framed lattice of crisscross design, narrow vertical boards, masonry, or other openwork design.
 3. All wood on exterior porches shall be painted or opaquely stained.
- (7) Building Systems.
 - (a) Mechanical Systems.
 3. Grilles, vents, equipment, and meters shall be placed in a location on an elevation not visible from the developed public right-of-way or on the roof. Grilles, vents, equipment, and meters on elevations visible from the developed public right-of-way are prohibited, unless technically infeasible. Grilles, vents, equipment, and meters shall be finished or painted to match adjacent materials.

Analysis and Conclusion

The proposed project is to construct a single-story enclosed porch on the rear of the structure. The building is a single-story bungalow with Tudor-Revival decorative elements, constructed in 1926. The proposed addition would be on the rear of the structure. The flat-roofed addition will not obscure any architectural features. The wood elements are architecturally compatible with the decorative trim on the structure. As an interior lot, the addition at the rear will not be visible from the developed public right-of-way.

A discussion of relevant standards follows:

41.26 STANDARDS FOR ADDITIONS.

- (1) General.
 - (a) General.
 2. The single-story addition appears to be designed to be subordinate and compatible with the character of the structure.
 3. The roof form and the inset structural elements of the porch make the addition visually separated from the principal building.
 - (b) Materials and Features.
 1. The addition would be constructed on a secondary or non-character defining elevation and historic materials and features would not be not obscured, damaged or destroyed.
 - (d) Exceptions.
 1. This property is in the Marquette Bungalows Historic District and it is shorter than the existing historic resource.
- (2) Building Site.
 - (a) General.
 1. The scale and location of this addition appears to be compatible with the historic character of historic resources within two hundred (200) feet, maintaining the pattern of the district.
- (4) Roofs.
 - (a) General.
 1. The flat roof of the porch addition is compatible with the historic structure and allows for the historic materials on the existing structure to remain visible.
 - (b) Materials.
 2. The application proposes EPDM for the flat roof.
- (5) Windows and Doors.
 - (a) General.
 1. The door opening is compatible with the overall design of the historic building.
 2. The new door opening shall have similar dimensions, operation, components, and finish as the historic doors of the structure.
 - (c) Entrance Doors and Storm Doors.
 1. The simple door appears to be compatible with the overall design of the building.
 2. New door opening appears to have a similar height to width ratio, components, and finish as the historic doors of the structure.
 3. Storm door is proposed to be full-light or full-view and have a non-reflective coating.
- (6) Entrances, Porches, Balconies and Decks.
 - (a) Porch Elements.
 1. The simple balusters and porch posts that will be visible through the enclosed screening appear to be compatible with the overall design of the historic porch.
 2. The porch is proposed to have lattice screening beneath it.
 3. The wood is shown to be painted to match the trim on the house.
- (7) Building Systems.
 - (a) Mechanical Systems.
 3. A stovepipe is proposed to project through the roof of the enclosed porch and would not be visible from the developed public right-of-way or on the roof.

Recommendation

Staff believes that the standards for granting a Certificate of Approval are met and recommends the Landmarks Commission approve the project with the following conditions:

1. If using a wood alternative for exterior materials, it must be a smooth or brushed-smooth appearing product, not cedar texture.
2. Any new lighting or mechanicals not shown on the approved plans must receive a Certificate of Approval prior to installation.