



**Project Name & Address:** 2003 Van Hise Avenue  
**Application Type(s):** Certificate of Approval for an addition  
**Legistar File ID #** [91917](#)  
**Prepared By:** Heather Bailey, Preservation Planner, Planning Division  
**Date Prepared:** March 5, 2026

## Summary

**Project Applicant/Contact:** Jeannie Kowing, Jeannie Kowing Design  
**Requested Action:** The Applicant is requesting that the Landmarks Commission approve a Certificate of Approval for a rear addition

## Background Information

**Parcel Location/Information:** The subject property is located within the University Heights 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.
    4. The alignment, rhythm, and size of the window and door openings of the new addition shall be similar to those of the historic 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.

2. New additions that destroy significant historic materials or character-defining features are prohibited.
- (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.
    1. Visible roof materials shall be similar to the historic roof materials on the structure.
  - (c) Skylights.
    1. Skylights not visible from the developed public right-of-way shall be permitted.
- (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.
    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.

## Analysis and Conclusion

The proposed project is to create an enclosed rear porch space on the house. The historic house was constructed in 1916. The Craftsman-style bungalow was designed by architect August Beckman. The building currently has a simple rear deck and the proposal is to construct an enclosed porch over most of that area. The walls would be operable windows allowing it to read as open with simple posts coming up to a shed roof that features low-profile skylights. The roof style allows for minimal areas of the rear of the historic building to be covered. Otherwise, the stairs will have a simple black metal railing.

A discussion of relevant standards follows:

### 41.26 STANDARDS FOR ADDITIONS.

- (1) General.
  - (a) General.
    2. The new addition would be subordinate and compatible with the character of the structure.
    3. The addition shall be visually separated from the principal building due to the window enclosure and the shed roof.
    4. Most of the enclosed porch area will read as open, but the pedestrian entrance has similar alignment, rhythm, and size of the door openings to those of the historic building.
  - (b) Materials and Features.
    1. Most of the historic materials on the historic house will remain visible through this enclosed porch.
    2. No significant features will be destroyed or obscured.

- (4) Roofs.
  - (a) General.
    - 1. The form and pitch of the addition roof will be compatible with the existing structure.
  - (b) Materials.
    - 1. Visible roof materials would be similar to the historic roof materials on the structure.
  - (c) Skylights.
    - 1. The skylights will not be visible from the developed public right-of-way and are therefore permitted.
- (5) Windows and Doors.
  - (a) General.
    - 1. The proposed porch door will read as a storm door.
    - 2. The new door opening will have similar dimensions, operation, components as the historic windows or doors of the structure.
  - (c) Entrance Doors and Storm Doors.
    - 3. The storm door is proposed to be full-light with a non-reflective coating.
- (6) Entrances, Porches, Balconies and Decks.
  - (a) Porch Elements.
    - 1. The porch posts, balusters and rails are of a simple design and would be compatible with the overall design of the porch but not duplicate the historic features.
    - 2. The area beneath the porch is proposed to be screened.
    - 3. The wood posts are proposed to All wood on exterior porches shall be painted.

## Recommendation

Staff believes that the standards for granting a Certificate of Approval are met and recommends the Landmarks Commission approve the project as proposed.