PLANNING DIVISION STAFF REPORT June 22, 2026

PREPARED FOR THE LANDMARKS COMMISSION

Project Name & Address:	**1138 Williamson Street**
Application Type(s):	Certificate of Approval for alterations
Legistar File ID #	93269
Prepared By:	Heather Bailey, Preservation Planner, Planning Division
Date Prepared:	June 18, 2026

Summary

Project Applicant/Contact:	Nosheen Ajmal, Amara House
Requested Action:	The Applicant is requesting that the Landmarks Commission approve a Certificate of Approval for signage

Background Information

Parcel Location/Information: The subject property is located within the Third Lake Ridge 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.

(3) Signs. The Commission shall approve a Certificate of Approval for signs if it finds that the following are true:
- (a) Signs are located within the façade areas set aside for signs as part of the façade design or are integrated and compatible with the structure where the façade areas have not been set aside for signs;
- (b) New signs shall be consistent with the traditional signage pattern locations on a structure or a property, and shall feature materials and style of illumination typical of the period of significance for the property or district;
- (c) Signs shall comply with Chapter 31, MGO;
- (d) Signs shall comply with specific standards and guidelines adopted for historic districts under this ordinance.

41.25 STANDARDS FOR ALTERATIONS.

(1) General.
  (a) Alterations are defined as any change to any portion of the exterior of a building or site that replaces existing materials or changes its appearance. This section provides standards for building alterations.
  (b) Materials and Features.
    1. Alterations shall be in keeping with the original design and character of the building or site.
    2. The removal of historic features on elevations visible from the developed public right-of-way is prohibited.
    3. The introduction of conjectural architectural features without historic precedent on the building or site is prohibited.

Analysis and Conclusion

The proposed project is to install a wall sign above the entrance on the building at 1138 Williamson. The building at this location was a two-story, gable-front residential structure constructed in 1900. It has recently changed use from residential to commercial and has undergone exterior alterations that staff approved administratively. However, any new signage requires approval from the Landmarks Commission. The new sign is proposed for the panel immediately above the entrance of the enclosed porch. The new sign would be carved wood that is painted.

A discussion of relevant standards follows:

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.

(3) Signs. The Commission shall approve a Certificate of Approval for signs if it finds that the following are true:
  (a) The signage is typical of what we find on commercial properties located in residential form buildings in this district.
  (b) This type of wall signage is typical for these types of properties. It is not proposed to be illuminated.
  (c) The proposal meets the approval standards in Chapter 31, MGO;
  (d) The signage appears to comply with the historic district standards.

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(1) General.
  (a) Alterations are defined as any change to any portion of the exterior of a building or site that replaces existing materials or changes its appearance. This section provides standards for building alterations.
  (b) Materials and Features.
    1. The proposed signage style and materials are in keeping with the original design and character of the building or site.
    2. No historic features are proposed to be removed.
    3. The proposed work will read as a product of its time.

Recommendation

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