

ARCHITECTURAL REVIEW BOARD

June 15, 2021

5:00 PM

NICOLE KONKOL, PRESIDING

Members Present:

Jennifer Oberlin
Brittany Sams
Kevin Breeck
Nicole Konkol

Also Present:

Edwin Logan, Attorney
Jordan Miller, City of Frankfort, Senior Planner
Vicki Birenberg, Historic Preservation Officer

The first item of business was the approval of the minutes of the May 18, 2021 meeting. Ms. Oberlin made a motion to approve the minutes. The motion was seconded by Mr. Breeck and passed unanimously.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance Jen Williamson, on behalf of Ellen Collins and Brent Sweger, is requesting a Certificate of Appropriateness to remove an existing service chimney and install a lightweight, reproduction exterior chimney at the property located at 108 W. Todd Street. The property is more particularly identified as PVA Map No. 062-32-01-013.00.

Vicki Birenberg, City of Frankfort Historic Preservation Officer was present and mentioned that this was a continuation from a previous meeting. Ms. Birenberg explained that originally the applicants wanted to remove an interior chimney for an interior remodel. The motion to approve ended in a tie.

Ms. Birenberg explained the applicants are now proposing to remove the original interior chimney and replace the original exterior chimney with a lightweight replica.

Ms. Birenberg stated that staff finds that the plans as submitted are compatible in concept and read the findings of fact that are on page three of the staff report.

Ms. Birenberg stated that if the ARB approves the request they suggest adding the conditions on page three of the staff report.

Mr. Logan asked if they wanted to remove the original chimney in order to remodel the kitchen and Ms. Birenberg replied yes.

Ms. Konkol asked if this would affect the historical integrity of the house. Ms. Birenberg stated that from a distance you would not be able to tell the difference.

Jen Williamson was present on behalf of the applicants and stated that they agree with the staff report and the conditions.

Ms. Williamson added that this is unique because it is brick covered in stucco. She stated that the new feature will match and maintain the stucco finish.

Ms. Konkol asked if staff had received any comments, Ms. Birenberg replied that they had received one phone call and they were not in support.

Ms. Oberlin made a motion in accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance to approve the request from Jen Williamson, on behalf of Ellen Collins and Brent Sweger, for requesting a Certificate of Appropriateness to remove an existing service chimney and install a lightweight, reproduction exterior chimney at the property located at 108 W. Todd Street with the following conditions:

1. The existing open building permit shall be amended to reflect the work approved in this request.
2. Any additional projects requiring a building permit shall require review and approval by the Architectural Review Board unless a Certificate of No Exterior Effect is issued.

The motion was seconded by Mr. Breeck and passed unanimously.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Mike Lutke of Lutke Construction is requesting a Certificate of Appropriateness to install vinyl replacement windows and k-style gutters at the property located at 308-310 E. 2nd Street. The property is more particularly identified as PVA Map No. 062-31-22-018.00.

Vicki Birenberg, City of Frankfort Historic Preservation Officer was present and explained that the applicant proposing to replace the existing windows. The applicant wants to do a vinyl 3 over 1 style window and to install k-style gutters.

Ms. Birenberg explained that a previous owner replaced some of the windows without a permit.

Ms. Birenberg stated that it is possible that 6 over 6 windows were original but it was more common that the 3 over 1 design was used. She stated that the guidelines do allow 1 over 1 windows.

Ms. Birenberg stated that staff finds that the request is partially compatible and read the findings of fact on page three of the staff report. Ms. Birenberg stated that if the Board wishes to approve the request staff recommended the conditions listed on page three of the report.

Ms. Oberlin asked how many 6 over 6 wood windows were there and Ms. Birenberg replied four. Ms. Oberlin asked about the condition of the windows and Ms. Birenberg replied that could not get close but they do not appear to be in good condition.

The applicant Mike Lutke was present and stated that he had seen the report and added that he has been on this project for a year and ordered the windows about six months ago, so if he could use the 3 over 1 design that would be great. Mr. Lutke stated that the windows on the front have been replaced and they are larger.

Mr. Breeck mentioned the nail flanges and Mr. Lutke stated that he would like to add wood trim to the front to match the other windows with wood trim. Mr. Breeck expressed concerns about removing the wood trim and the applicant stated that he felt confident this could easily be done and that it would not affect the stucco.

Brittany Lutke was present and stated that her husband has experience with historic properties and wants to work with the Board. She stated that they understand the guidelines and told them that the interior of the structure is thirty times worse than the exterior.

Mr. Breeck asked about the timeline and when they found out they were dealing with a historic property. The applicant replied that they had been working on the project for some time when they found out. He stated that should have done more research but took the word of the previous owner.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Mr. Breeck made a motion to approve the request from Mike Lutke of Lutke Construction for a Certificate of Appropriateness to install windows and replace gutters for the property located at 308-310 E. 2nd Street with the following conditions:

1. The original window openings shall not be altered.
2. The configuration of the replacement windows can be 3-over-1.
3. The replacement windows shall be wood, clad with either vinyl or aluminum on the exterior
4. The applicant will provide window specifications to staff for the final window selection.
5. The existing open building permit shall be amended to reflect the work approved in this request.
6. Any additional projects, including the potential replacement of the existing front doors or any exterior details, shall require the review and approval by the Architectural Review Board, unless a Certificate of No Exterior Effect is issued (staff approval).
7. The owner shall work with staff on a better choice for the front door, the gutters shall be half round, the two front windows will be replaced with wood, clad with either vinyl or aluminum 3 over 1, and replace the remaining windows with the 3 over 1 vinyl windows that the applicant already has.

The motion was seconded by Ms. Sams and passed unanimously.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4, 17, 18, and 19 of the City of Frankfort Zoning Ordinance, Natalie Wilkerson of Collective Capital, LLC is requesting a Conditional Use Permit to allow a bakery to operate at the property located at 127 E. Todd Street. The applicant is also requesting a Certificate of Appropriateness to allow the installation of signage, a walk-in cooler, service deck, and privacy/screening fence at the rear exterior of the building at the same address. The property is more particularly identified as PVA Map No. 062-32-04-006.00.

Jordan Miller, City of Frankfort Senior Planner was present and stated that the 1912 Sandborn map indicates this property was a grocery store. Mr. Miller stated that over the

years the building has been used for retail grocery operations and food service, including catering.

Mr. Miller stated that it is a contributing structure to the South Frankfort Neighborhood National Historic Districts. Staff finds that the proposed is compatible in concept and read the findings of fact on page two of the staff report. Mr. Miller stated that they recommend the conditions on page two of the staff report should the Board wish to grant approval.

The applicant Natalie Wilkerson was present and stated that she has seen the staff report and agreed with the conditions.

Lori McIntire of 120 East Campbell Street was present and stated that she is supportive of the request.

In accordance with Articles 4 and 19 of the City of Frankfort Zoning Ordinance, Ms. Sams made a motion to approve the request from Natalie Wilkerson of Collective Capital, LLC for a Conditional Use Permit to allow a bakery to operate at the property located at 127 E. Todd Street with the following conditions:

1. A building permit shall be obtained for a change of use.
2. Any additional projects requiring a building permit shall require review and approval by the Architectural Review Board unless a Certificate of No Exterior Effect is issued.
3. The Conditional Use is permitted only at 127 E. Todd Street.
4. Any signs for the bakery conforming to the standards contained in Article 4 and 13 of the Frankfort Zoning Ordinance any be approved administratively.
5. This conditional use, whose land use is codified as “Retail Trade – Eating and Drinking Places” and Land Use Code 51 of the City of Frankfort Zoning Ordinance, is transferable.

The motion was seconded by Mr. Breeck and passed unanimously.

Jordan Miller, City of Frankfort Senior Planner was present and explained that as part of the Certificate of Appropriateness the applicant is proposing to install a freestanding walk-in cooler on at the rear of the property. A wood deck will be constructed from the rear door around the cooler. Trash receptacles will be located on the deck. These elements will be screened by a painted wood privacy fence. The applicant is also proposing wall signage and window signage to be placed on the building.

Mr. Miller stated that staff finds that it is compatible in concept and read the findings of fact on page two of the staff report. Staff mentioned the conditions on page three of the staff report should the Board grant the Certificate of Appropriateness.

The applicant Natalie Wilkerson was present and showed some pictures to the Board indicating the changes to the signage each time the building changed over the years.

Ms. Wilkerson stated that she has seen the staff report and agrees with the conditions.

In accordance with Articles 4 and 17 City of Frankfort Zoning Ordinance, Ms. Sams made a motion to approve the request from Natalie Wilkerson of Collective Capital, LLC for a Certificate of Appropriateness to allow the installation of signage, a walk-in cooler, service

deck, and privacy/screening fence at the rear exterior of the building located at 127 East Todd Street with the following conditions:

1. The existing building permit shall be amended to reflect the work approved in this request.
2. Any signs for the bakery conforming to the standards contained in Article 4 and 13 of the Frankfort Zoning Ordinance may be approved administratively.
3. Any additional projects requiring a building permit shall require review and approval by the Architectural Review Board unless a Certificate of No Exterior Effect is issued.

The motion was seconded by Ms. Oberlin and passed unanimously.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4, 16, 17, 18, and 19 of the City of Frankfort Zoning Ordinance, Isabella and Kathleen Hay of Limewater, LLC are requesting a Conditional Use Permit in order to operate a Special Events, Catering and Restaurant business on the property located at 900 Wilkerson Blvd. The property is more particularly identified as PVA Map No. 061-00-00-081.00.

Jordan Miller, City of Frankfort Senior Planner was present and that this is unique in the fact that it stands alone. The property is individually listed on the National Register of Historic Places.

Mr. Miller mentioned that this property has received approvals for the Special Events, Catering, and Restaurant business in the past and that the applicant wanted to update the conditions.

Mr. Miller stated that the property is surrounded by many zone districts and no exterior changes are proposed.

Mr. Miller stated that staff finds the proposal is compatible in concept and read the findings of fact on page 2 of the staff report.

Mr. Miller mentioned the recommended conditions on page three of the staff report should the Board grant the request.

Attorney Charlie Jones was present on behalf of the applicant and stated that they have read the staff report and agree with the conditions.

In accordance with Articles 4, 16, 17, 18, and 19 of the City of Frankfort Zoning Ordinance, Ms. Oberlin made a motion to approve the request from Isabella and Kathleen Hay of Limewater, LLC for a Conditional Use Permit in order to operate a Special Events, Catering and Restaurant business on the property located at 900 Wilkerson Blvd with the following conditions:

1. A building permit shall be obtained for a change of use.
2. Any additional projects requiring a building permit shall require review and approval by the Architectural Review Board unless a Certificate of No Exterior Effect is issued.

3. The conditional use is permitted only at 900 Wilkerson Blvd.
4. This conditional use is transferrable so long as the use is for a Special Events, Catering and Restaurant business.
5. Any signs for this use conforming to the standards contained in Article 4 and 13 of the Frankfort Zoning Ordinance may be approved administratively.

The motion was seconded by Mr. Breeck and passed unanimously.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Herbert Meyer and Toni Lewis of Third Act, LLC are requesting a Certificate of Appropriateness to replace 20-25 existing window sashes at 110 E. Todd Street with aluminum-clad pocket insert windows. The property is more particularly identified as PVA Map No. 062-32-03-016.00.

Vicki Birenberg, City of Frankfort Historic Preservation Officer was present and mentioned that this property is a contributing structure to the South Frankfort Neighborhood National Register and that it is a little vernacular and little Victorian.

Ms. Birenberg explained that the current windows are 1-over-1 windows and the applicant is proposing to replace the existing wood window sashes with pocket insert sashes, leaving the existing wood frame intact for 20-25 windows.

Ms. Birenberg explained that there is a slight difference in the amount of glass that is seen because of the jambliner.

Staff found that this request is partially compatible in concept and read the findings of fact on pages two and three of the staff report. Ms. Birenberg stated that should the Board grant approval staff has recommended some conditions for approval as listed on page three of the staff report.

The applicant Herbert Meyer was present and stated that the existing windows do not open because they have been painted, there are triple track screens and the windows have deteriorated and cracked.

Mr. Meyer stated that part of the reason he wanted to replace the windows is to get better energy efficiency.

Mr. Breeck asked if he had looked into repairing the windows and Mr. Meyer replied that it would not improve the efficiency.

Mr. Meyer stated that he has read the report and agreed with the conditions.

Ms. Sams mentioned Article 17 about retaining, repairing, and restoring when possible conflicting with another section that allows the replacement of the windows.

Ms. Birenberg explained that she met with the applicant and strongly encouraged that they repair the windows. She also provided materials about restoring the windows and available tax credits.

Lori McIntire of 120 West Campbell Street was present and stated that she finds it troubling that people in this area can replace windows with other materials. She stated that she understands that it is allowable but that it is not good precedent. Additionally Ms. McIntire added that if you can remove the storm windows to replace then you can remove the storm windows to repair.

During discussion the applicant was asked if as a compromise he would be willing to keep the windows on the front elevation and Mr. Meyer agreed.

Mr. Breeck asked if he would be willing to donate the original windows and Mr. Meyer stated that he would donate them.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Ms. Sams made a motion to approve the request from Herbert Meyer and Toni Lewis of Third Act, LLC Certificate of Appropriateness to replace 20-25 existing window sashes at 110 E. Todd Street with the following conditions:

1. The original window openings shall not be altered.
2. Exterior window trim shall not be removed.
3. Any additional projects shall require the review and approval by the Architectural Review Board, unless a Certificate of No Exterior Effect is issued (staff approval).
4. The historic windows may be replaced with pocket windows on the rear and side elevations.
5. The windows on the primary façade shall be maintained.
6. The windows removed from the rear and side elevations shall be stored or salvaged.

The motion was seconded by Ms. Oberlin and passed unanimously.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Jose Segovia of Lexington Investment Group, LLC, is requesting a Certificate of Appropriateness to modify existing window openings to allow proper installation of vinyl-clad windows purchased by previous owner and newly purchased vinyl-clad window to match existing; to enclose existing window openings on the rear elevation, to enclose two door openings on the north elevation, to approve already completed foundation work, and to perform investigative work on the front porch to determine how it can be repaired/rebuilt for the property located at 313 Conway Street. The property is more particularly identified as PVA Map No. 062-13-13-025.00.

Vicki Birenberg, City of Frankfort Historic Preservation Officer was present and stated that this house is a contributing property to the South Frankfort Neighborhood National Register District.

Ms. Birenberg explained that the applicant is seeking approval for projects that were started prior to his ownership.

Ms. Birenberg explained that when he purchased the property several windows had been replaced but they need to adjust the size of the window openings. She stated that it is important to note that the wood windows that were replaced were not the original windows. Ms. Birenberg stated that there are six remaining wood windows that he applicant would like

to replace with the same vinyl-clad windows he inherited from the previous owner. Additionally there are two windows on the back addition, the applicant wishes to cover these openings with siding. There are two doors that have been removed, one was located on the addition, the applicant would like to close this opening and cover it with siding. The other door was historic, and on the north elevation underneath the historic portico on the north elevation. This door opening however, does contribute to the character of the building and the outline should remain. Staff recommended recessing the wall within the opening and installing full-height door shutters that will be affixed in a closed position in order to meet the requirements.

Ms. Birenberg stated that the applicant is also seeking approval for bricks headed along the bottom of the north and south elevation walls. Staff recommended that the bricks be covered with stucco.

Ms. Birenberg stated that the front porch is not structurally sound. Originally the applicant planned to demolish and replace it, but staff has encouraged him to phase that work to allow the retention of as much historic decorative detailing as possible. This application would allow a limited amount of demolition to the porch roof to determine how to address it rehabilitation/reconstruction.

Ms. Birenberg stated that staff finds this request to be partially compatible in concept of the requirements and read the findings of fact from page four of the staff report and mentioned the recommended conditions on page five of the staff report should the Board approve the request.

Ms. Birenberg stated that the current applicant had to do a lot of work to stabilize the structure and will also be restoring it to a single family residence.

The applicant Jose Segovia was present and stated that he was trying to work with the staff and the Board to get this property renovated.

Mr. Segovia stated that he had read the staff report and agreed with the conditions.

Mr. Segovia stated that the windows are out of square and the windows he inherited were not the same size, but he thinks with proper framing it can be done well.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Mr. Breeck made a motion to approve the request from Jose Segovia of Lexington Investment Group, LLC, for a Certificate of Appropriateness to modify existing window openings to allow proper installation of vinyl-clad windows purchased by previous owner and newly purchased vinyl-clad window to match existing; to enclose existing window openings on the rear elevation, to enclose two door openings on the north elevation, to approve already completed foundation work, and to perform investigative work on the front porch to determine how it can be repaired/rebuilt for the property located at 313 Conway Street with the following conditions:

1. The historic exterior window surrounds that remain shall not be further disturbed during this work, or they will be carefully salvaged for potential reuse.
2. The historic porch posts, brackets, and other decorative wood detailing associated with the porch shall not be disturbed at this time. A future COA will be obtained before rehab/construction begins.

3. The brick masonry that has been added at the bottom of the north and south elevations will be covered with stucco or similar treatment meeting the design guidelines (to allow a match to the exterior wall surface).
4. The outline of the former door opening on the north elevation will be recessed slightly to allow the installation of full-height door shutters that will be affixed in a closed position and will sit flush with the exterior wall. The opening shall have trim, which will receive staff approval before installation.
5. Any additional exterior work shall require review and approval by the Architectural Review Board, unless a Certificate of No Exterior Effect is issued (staff approval). The applicant will work with staff to meet the design requirements for the remainder of the project.

The motion was seconded by Ms. Sams and passed unanimously.

Ms. Birenberg gave a recap of events that took place during Frankfort Heritage Week and Historic Preservation Month.

Mr. Miller reported to the Board the Administrative Approvals that occurred for the period covering May 12, 2021 to June 14, 2021.

There being no other business, Ms. Oberlin made a motion to adjourn. The motion was seconded by Mr. Breeck and all were in favor. The meeting adjourned at 7:17 p.m.