

**FORT SMITH HISTORIC DISTRICT COMMISSION
REGULAR MEETING
JULY 3, 2024, 5:30 P.M.
DARBY COMMUNITY CENTER, 220 NORTH 7TH STREET**

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. STATEMENT OF QUALIFICATIONS

IV. APPROVAL OF MINUTES – JUNE 6, 2024

V. CITIZENS FORUM

VI. PUBLIC HEARING

- | | | |
|-----------|---|---------------------------------------|
| A. | Historic Name: Sampter-McGinty House | Owner: Historical Holdings, LLC |
| | Construction Date: c. 1900 | Style Influence: Queene Anne/Eastlake |
| | Address: 410 North 7 th Street | Significance: (1) Very Significant |

- **Remove dead tree located in public right-of-way**

- | | | |
|-----------|---|--------------------------------------|
| B. | Historic Name: P.J. McNamara House | Owner: High Ridge Realty, LLC |
| | Construction Date: c. 1900 | Style Influence: Queen Anne/Eastlake |
| | Address: 507 North 6 th Street | Significance: (1) Very Significant |

- **Replace partial exterior siding**

VII. NEXT MEETING DATES

Study Session – July 25, 2024 – 5:30 p.m.
Regular Meeting – August 1, 2024 – 5:30 p.m.

VIII. ADJOURN

FORT SMITH HISTORIC DISTRICT COMMISSION STATEMENT OF QUALIFICATIONS AND PROCEDURES

Good evening. It is 5:30 p.m. and the July 3, 2024, regular meeting of the Fort Smith Historic District Commission is called to order.

Morghan, will you please call the roll?

It is established that a quorum is present.

If anyone this evening wishes to address an agenda item or present any matter of business that is not on the agenda during the Citizens Forum, you may do so by completing one of the appropriate forms that are placed on the table next to you and giving it to our staff person, Morghan Barnhill. Those wishing to address agenda items or bring up any matter during the Citizens Forum will be allotted two (2) minutes. Those persons addressing controversial agenda items will be allotted five (5) minutes per side with three (3) minutes for rebuttal per side.

This evening the Commission will be reviewing requests for exterior changes to properties in the Belle Grove Historic District.

The qualifications of the members of the Commission, the staff of the Commission, and any consultants used are on file with the city and are hereby made a part of each and every application heard this evening. The guidelines and procedures adopted by the Commission are also made a part of each and every application. Each application heard this evening is considered on its own merits and is not to be considered as establishing a precedent for any other application.

Any person aggrieved by the decision of the Commission may within ten (10) days of the date of decision file a written request with the Commission that the Commission forward to the Fort Smith Board of Directors a written report summarizing the actions taken by the Commission with reference to the application in question.

**FORT SMITH HISTORIC DISTRICT COMMISSION
REGULAR MEETING
JUNE 6, 2024, 5:30 P.M.
DARBY COMMUNITY CENTER, 220 NORTH 7TH STREET**

Chairman Mila Masur called the meeting to order. On roll call, the following commissioners were present: Mila Masur, Gary Duke, Nate Deason, and Robert Clock. Debbie Kraus was absent. Chairman Masur read aloud the Statement of Qualifications and spoke on the procedures.

Chairman Masur then called for a motion on the minutes from the May 2, 2024, meeting. Commissioner Duke moved, seconded by Vice Chair Clock, to approve the minutes. The motion carried with no objections.

Morghan Barnhill, Historic Preservation Coordinator, indicated there was not a citizens' forum present.

- A. **Historic Name: W.O. Caldwell House**
 Alternate Name: McDonald House **Owner: Jose Luis Hernandez Baltazar**
- Construction Date: c. 1920** **Style Influence: Plain/Traditional**
- Address: 723 North 7th Street** **Significance: (4) Marginal**

- **Replace porch roof, siding, windows, and repaint trim**

Chairman Masur clarified that each part of the application would be voted on separately. Ms. Barnhill stated that the applicants had called City offices to notify the Historic District Commission that they would be arriving late due to unforeseen traffic circumstances, however, she would be able to answer any questions prior to their arrival.

Painting Trim

Chairman introduced item A beginning with the request to repaint the trim. Ms. Barnhill read the staff report and recommended approval based on the Belle Grove Historic District Design Guidelines as well as the applicant's willingness to keep the paint scheme as close to the original palette as possible. Chairman Masur called for a motion on repainting the trim. Vice Chair Clock moved, seconded by Commissioner Deason, to approve.

Porch Roof

Chairman Masur introduced the next section of the application. Ms. Barnhill read the staff report and stated that if the Historic District Commission were to approve the

metal porch roof, staff would request the reason be noted. Commissioner Duke asked Ms. Barnhill if there were any original photos of the property and what the roof and siding originally looked like. Ms. Barnhill stated that both surveys completed by the Arkansas Historic Preservation Program listed architectural shingles as the original material on the roof.

Chairman Masur asked for a motion on item A – replacing the porch roof. Vice Chair Clock made a motion to approve with the amendment of replacing the roof with architectural shingles, seconded by Commissioner Deason. Chairman Masur called for a vote. The vote was 4 in favor and 0 opposed.

Siding

Ms. Barnhill introduced the next section of the application and stated that the applicant decided to replace all exterior siding with wood to match the original design. Chairman Masur called for a motion to replace the siding with wood. Vice Chair Clock moved, seconded by Commissioner Deason, to approve. Chairman Masur called for a vote. The vote was 4 in favor and 0 opposed.

Windows

Chairman Masur introduced the applicants request to replace all windows. She stated that there were a portion of windows that were currently vinyl and others that were aluminum. Chairman Masur and Vice Chair Clock asked the applicant what material she was planning on replacing all of the windows with. Ms. Hernandez responded that they were looking into replacing all of the windows to vinyl due to cost efficiency and weather protection. The applicant requested to table the item to research other options and the Commission agreed. Chairman Masur called for a motion to table the replacement of windows. Commissioner Duke moved, seconded by Commissioner Deason. Chairman Masur called for a vote. The vote was 4 in favor and 0 opposed.

The meeting adjourned at approximately 5:55 p.m.

Signature of Historic District Chair

Date Action Taken



Belle Grove Historic District
 c/o City of Fort Smith Planning Dept.
 P.O. Box 1908 or 623 Garrison Ave., Rm 331
 Fort Smith, AR 72902

Certificate of Appropriateness Application Form

(please use blue or black ink only)

PROPERTY LOCATION

Historic Name of Property McGinty House

Address 410 N. 7th Street

Lot Number 3 Block Number 33

OWNER

Name Historical Holdings, LLC.

Address P.O. Box 1225 Phone 479.996.6167

PERSON FILING APPLICATION, IF OTHER THAN OWNER

Name Justin Skinner

Address P.O. Box 1972 Phone 479.650.3484

BUILDING DATA

Construction Date: 1900

Type of Construction: Wood Frame Brick _____ Stone _____ Other _____

Original Use:

Single Family Residential Multi-Family Residential _____

Hotel/Boarding House _____ Office _____

Commercial/Retail _____ Industrial _____

Vacant _____ Combined Uses _____

Other _____

CONCISE DESCRIPTION OF PROPOSED WORK: (Attach additional papers if necessary)

Dead tree removal that is in the right of way and trimming back limb touching
the turret.

PROJECT ARCHITECT/ENGINEER:

Name N/A

Address _____ Phone _____

MINOR WORK APPROVAL

_____ staff _____ date

Upon being signed and dated above by the Planning Director or designee, this application becomes the Minor Work Certificate of Appropriateness. It is valid until _____, Issuance of a Minor Work Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Certificate of Appropriateness Committee for review at its next meeting.

CATEGORIES OF MINOR WORK

- (A) Emergency, temporary maintenance and repair which does not permanently alter the distinctive features of the subject building, structure or property, all required City of Fort Smith permits are obtained, and the owner of the property commits to apply for a certificate of appropriateness to make permanent repairs within thirty (30) days of the date on which the administrative staff grants written approval of the emergency, temporary repair;
- (B) The installation of HVAC equipment that is located in the rear or on the side of the property and is entirely screened from public view with wood lattice panels or plantings;
- (C) The installation of electrical and telephone panels, cable connections, satellite dishes, gas meters, or window air conditioning units that are located on a building's rear facade;
- (D) The installation of a roof ventilation device not larger than twelve inches height and located

on the rear of the building's roof;

(E) The installation of a privacy fence that is made of wood with flat boards in a single row, no taller than six feet, located in the rear of the property and set back from the building's front facade at least one-half the distance between the front facade and the property's rear property line;

(F) Installation of a picket fence that is made of wood, no taller than three (3) feet, with pickets no wider than four (4) inches and spacing between pickets of not more than three (3) inches, and painted white or neutral color;

(G) Removal of a chain link fence;

(H) Installation of storm windows that match the design, configuration, and color of the existing windows;

(I) Repair and replacement of a sidewalk or driveway on public and private property that does not involve a change in size material, and location;

(J) The construction, replacement, or repair of a public street or alley; and,

(K) The painting of or installation of shingles on the roof of any building or structure provided the paint colors or shingle color is consistent with the Commission's adopted list of approved paint and shingle colors for use within the historic district.

CERTIFICATE OF APPROPRIATENESS

Please include the following items that are application specific:

On Existing Buildings:

- COMPLETE THE CERTIFICATE OF APPROPRIATENESS APPLICATION FORM
- CURRENT COLOR PHOTOGRAPH OF EXISTING APPEARANCE OF STRUCTURE showing its present condition and the existing materials, colors, and textures.
- ELEVATION DRAWINGS- Dimensional drawings of all elevations showing proposed exterior architectural changes.
- PAINT SAMPLES required when changing color. Provide manufacturer's samples or samples of actual paint. Indicate manufacturer's name and the name of the color.
- SIDING SAMPLE- Provide a piece of the siding or a manufacturer's brochure showing a picture of the siding and indicating the specifications.
- WINDOWS- indicate window frame material- wood, vinyl or aluminum- indicate size and style.
- SHINGLES- Provide a sample of the shingle and manufacturer's name and color of the shingle.
- OTHER EXTERIOR DETAIL NOT LISTED ABOVE. Provide sample of the detail along with the

manufacturer's name and specifications.

On New Construction:

- COMPLETE THE CERTIFICATE OF APPROPRIATENESS APPLICATION FORM.
- SITE PLAN OF PROPERTY (Recommended scale: 1 inch= 20 feet) Include location of all structures and outside equipment (trash, mechanical, common mail boxes, walls, fences, external lighting fixtures, existing and proposed structures, etc.) Show parking areas, driveways, walks, and other hard surface areas. Indicate on the site plan, materials to be used. A surveyed drawing of the perimeter of the lot(s) is required for all Category III applications that involve a change of footprint.
- ELEVATION DRAWINGS- Dimensional drawings of all exterior elevations. Show textures, architectural details and materials. An additional drawing showing landscaping is desirable. (Recommended Scale: at least 1/4 inch = 1foot).
- PAINT SAMPLES required when changing color. Provide manufacturer's sample or samples of actual paint. Indicate manufacturer's name and the name of the color.
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- SHINGLES- Provide a sample of the shingle and the manufacturer's name and color of the shingle.
- OTHER EXTERIOR DETAIL NOT LISTED ABOVE. Provide sample of the detail along with the manufacturer's name and specifications.

Certificates of Appropriateness are effective immediately upon issuance. Any work done outside the scope of the Certificates of Appropriateness renders it null and void.

I hereby certify I am the owner, agent of the owner, or other person in control of the property and that the information given herein, and as shown on the application and Certificate of Appropriateness, is true and that I am authorized to obtain this Certificate of Appropriateness. I understand that if the construction and/or installation for which this Certificate of Appropriateness is issued, is contrary to the requirements of city codes or regulations, violations must be corrected. Approval by the Historic District Commission does not excuse the applicant, owner or agent from compliance with any other applicable codes, ordinances or policies of the City of Fort Smith unless expressly stated by the Commission or its staff.

Upon approval of commission, all applicants must purchase a permit from the City Building Inspector.

Penalties: Violation of the ordinance constitute a misdemeanor, and violators upon being found guilty shall be fined not less than \$10 nor more than \$500. Each day that a violation continues to exist shall constitute a separate offense**. (Reference State Act 14-172-204)

** (If cited for violation, applicant may appeal in court)

SIGNATURE OF APPLICANT

[Handwritten Signature]

6-11-24

(Date)

The Planning Department will mail notices of hearing on all Certificate of Appropriateness applications to adjacent property owners at least 10 days prior to the date of the hearing and publish a notice of the Historic District Commission at least 1 time in a newspaper serving the population of Fort Smith at least 15 days prior to the hearing date.

Application is: Approved _____, Denied _____, Deferred _____

Reason for approval, denial or deferral:

Signature of Historic District Chair



Date Action Taken

Date of Issuance

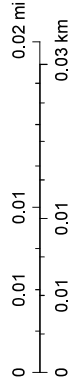
410 North 7th Street



6/18/2024, 2:04:10 PM

-  Fort Smith City Limits
-  Assessor Parcels

1:600



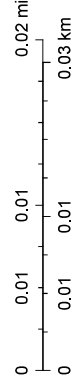
410 North 7th Street



6/18/2024, 2:09:59 PM

- Fort Smith City Limits
- Assessor Parcels
- Building Footprints

1:600



Esri, HERE, Garmin, INCREMENT P, NGA, USGS







Belle Grove Historic District

c/o City of Fort Smith Planning Dept.
P.O. Box 1908 or 623 Garrison Ave., Rm 331
Fort Smith, AR 72902

Certificate of Appropriateness Application Form

(please use blue or black ink only)

PROPERTY LOCATION

Historic Name of Property The McNamara House

Address 507 N 6th St.

Lot Number Lot 10

Block Number Block N, Original City

OWNER

Name High Ridge Realty

Address 715 N 6th St Phone 479-831-8803

PERSON FILING APPLICATION, IF OTHER THAN OWNER

Name _____

Address _____ Phone _____

BUILDING DATA

Construction Date: 1905

Type of Construction: Wood Frame Brick _____ Stone _____ Other _____

Original Use:

Single Family Residential

Multi-Family Residential _____

Hotel/Boarding House _____

Office _____

Commercial/Retail _____

Industrial _____

Vacant _____

Combined Uses _____

Other _____

CONCISE DESCRIPTION OF PROPOSED WORK: (Attach additional papers if necessary)

Current siding is hardboard (synthetic compressed wood) siding. As a part of an insurance claim from an April 2023 hail storm, we have replaced hail-damaged siding on South-side of house with LP smart siding (lap siding) with vertical reveal equal to the existing siding on the other 3 sides of the house.

PROJECT ARCHITECT/ENGINEER:

Name Liberty Roofing - Jackson Gregory

Address

1005 Fayetteville Rd, Van Buren, AR 72956 Phone 479 - 252 - 8695

MINOR WORK APPROVAL

_____ staff

_____ date

Upon being signed and dated above by the Planning Director or designee, this application becomes the Minor Work Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Work Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Certificate of Appropriateness Committee for review at its next meeting.

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I hereby certify I am the owner, agent of the owner, or other person in control of the property and that the information given herein, and as shown on the application and Certificate of Appropriateness, is true and that I am authorized to obtain this Certificate of Appropriateness. I understand that if the construction and/or installation for which this Certificate of Appropriateness is issued, is contrary to the requirements of city codes or regulations, violations must be corrected. Approval by the Historic District Commission does not excuse the applicant, owner or agent from compliance with any other applicable codes, ordinances or policies of the City of Fort Smith unless expressly stated by the Commission or its staff.

Upon approval of commission, all applicants must purchase a permit from the City Building Inspector.

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** (If cited for violation, applicant may appeal in court)

SIGNATURE OF APPLICANT *T. Bales* 06/13/24
(Date)

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Application is: Approved _____, Denied _____, Deferred _____

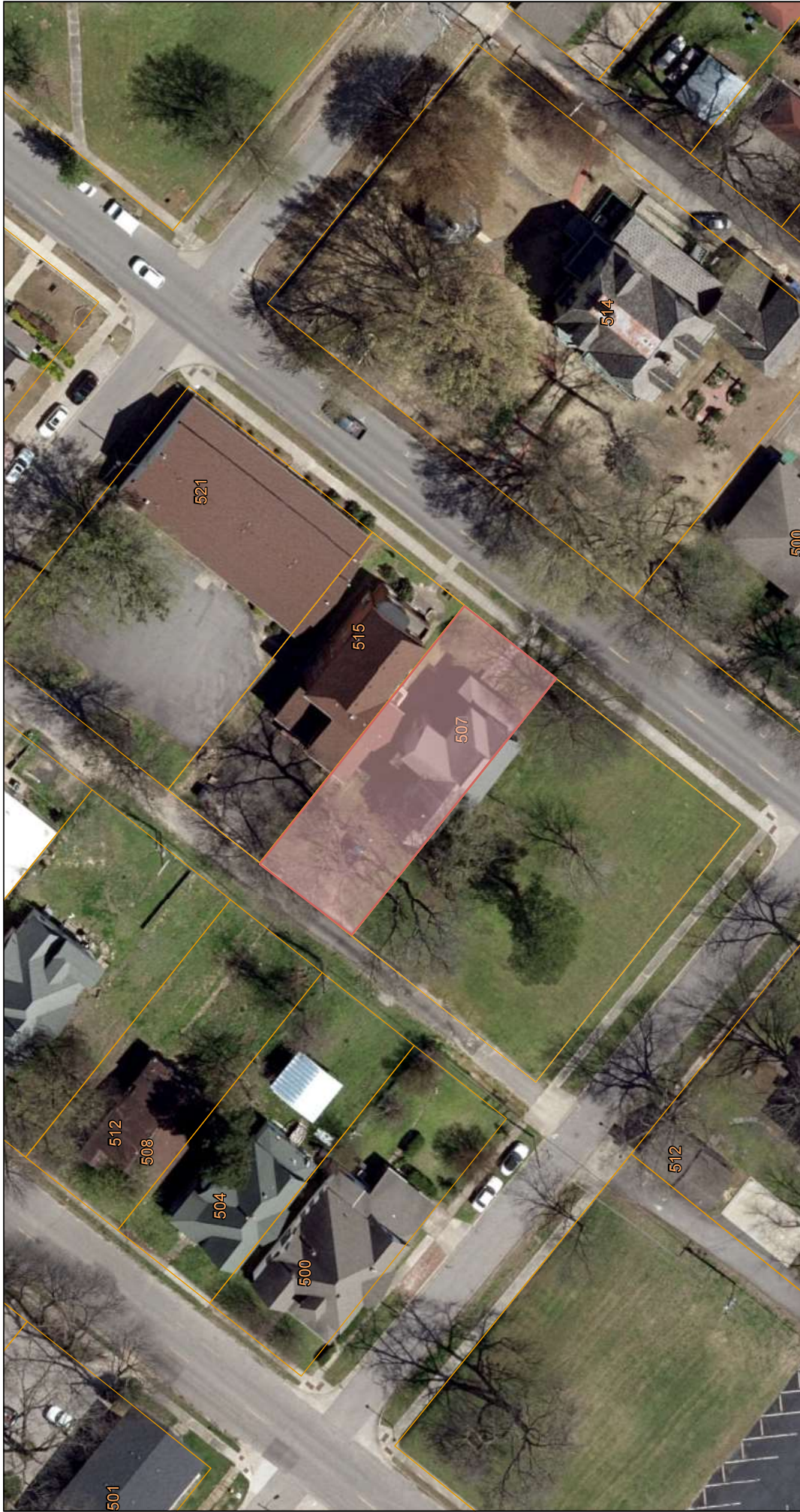
Reason for approval, denial or deferral:

Signature of Historic District Chair

Date Action Taken

Date of Issuance

507 North 6th Street

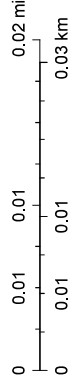


6/17/2024, 5:22:38 PM

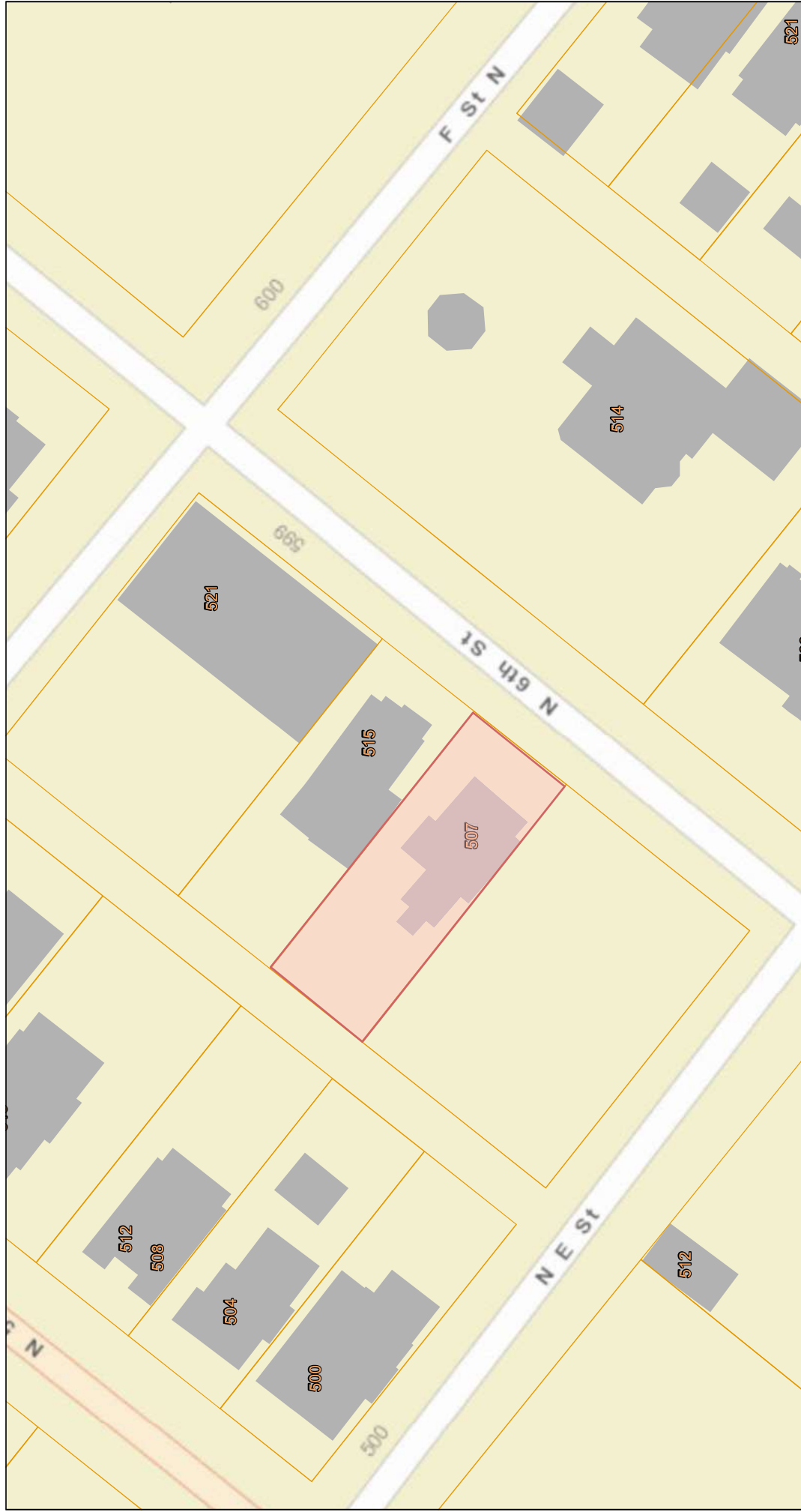
Fort Smith City Limits

Assessor Parcels

1:600



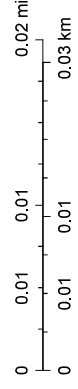
507 North 6th Street



6/17/2024, 5:26:23 PM

- Fort Smith City Limits
- Assessor Parcels
- Building Footprints

1:600



Esri, HERE, Garmin, INCREMENT P, NGA, USGS



623 Garrison Avenue
Room 331
Fort Smith, AR 72901

Phone: (479) 784-2216
Fax: (479) 784-2462
planning@fortsmithar.gov

January 11, 2024

High Ridge Realty, LLC
715 North 6th Street
Fort Smith, AR 72901

RE: 507 North 6th Street – Certificate of Appropriateness

Dear High Ridge Realty, LLC,

On January 4, 2024, the Fort Smith Historic District Commission approved your application for a Certificate of Appropriateness to paint exterior at 507 North 6th Street.

House Body: Benjamin Moore Calm

Trim: Benjamin Moore Saybrook Sage

Accents: Benjamin Moore Cafe Mocha

Section 19-62-5(h) A certificate of appropriateness issued by the historic district commission shall become void unless work pursuant to the certificate of appropriateness is commenced within one year of the date of issuance of the certificate of appropriateness, unless the historic district commission grants an extension to the certificate based on abnormal weather conditions or other circumstances beyond the control of the applicant which have been shown to delay the approved work.

If you have any questions regarding the Certificate of Appropriateness, please do not hesitate to call me at 784-2216.

Sincerely,

Megan Bailey
City Planner, Fort Smith

City of Fort Smith Building Permit

623 Garrison Avenue Suite 405 P.O. Box 1908 Fort Smith, AR 72902 (479)784-2206 Fax - (479)784-1030

PERMIT #	PROJECT ADDRESS	DATE ISSUED	ISSUED BY
BR-24-00919	507 N 6th St	04/22/2024	Terry

OWNER INFORMATION	
Name <u>High Ridge Realty, LLC</u>	Home Phone _____
Mailing Address <u>715 N 6th St</u>	<u>Fort Smith AR 72901</u>

CONTRACTOR INFORMATION	
Company Name <u>Liberty Roofing</u>	Daytime phone # <u>479 651 4334</u>
Contractor Name <u>Liberty Roofing</u>	P.O. Box _____
Mailing Address <u>P O Box 180186</u>	<u>Fort Smith AR 72917</u>

SUBCONTRACTOR INFORMATION	
Electrician _____	Plumber _____
Mechanical _____	

CHARACTERISTICS OF WORK	
Work Class <u>Repair</u>	Occupancy Type _____
Occupancy Use <u>Single Family</u>	Construction Type _____
Zoning Classification <u>DEFAULT</u>	Number of Parking Spaces <u>0</u>
Number of Units <u>0</u>	Flood Zone? _____
Number of Stories <u>0</u>	
Total Finished (Heated) Floor Area <u>0</u> Sq. Ft.	Full Estimated Value <u>\$ 33000.00</u>

FEES	
Total Fees	<u>\$134.00</u>

PROPERTY LEGAL DESCRIPTION	
Lot <u>10</u>	Block <u>N</u>
Subdivision <u>City</u>	

DESCRIPTION OF WORK
<u>Siding Repair & Paint</u>

NOTICE

Separate permits are required for electrical, plumbing, mechanical, and signs.

I understand that this permit is conditioned upon the correctness of the information I have supplied and may be revoked upon a finding by the Chief Inspection Official that any relevant item of information is substantially incorrect. This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 1 year at any time after work is commenced.

Be advised that compliance with the Arkansas Energy Code is required and it is the responsibility of the applicant to certify compliance.

Hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Was this property built prior to 1978? Yes No
 If yes, you are required by U.S. EPA's Renovation, Repair, & Painting rule to be a Lead Safe Certified Firm with the U.S. EPA if performing work that will disturb a painted surface in homes, child care facilities and pre-schools built before 1978.
 I hereby certify that as owner/contractor, the structure at the above address is not being built to sell.

[Signature] 4/22/2024
 Signature of owner, contractor or authorized agent Date

[Signature] 4/22/2024
 Signature of owner, contractor or authorized agent Date

[Signature]











