

AGENDA ITEM: 13

**CASE NUMBER:** COA 2023-041      **LANDMARKS MEETING:** April 27, 2023  
**LOCATION:** 609 Jefferson Avenue  
**DISTRICT:** Victorian Village Historic District  
**OWNER/APPLICANT:** Aimee Leeper  
**REPRESENTATIVE:** Peter Warren  
**REQUEST:** Exterior Alterations: converting existing commercial structure to a triplex

## CONCLUSIONS:

1. Subject property is a one story, commercial structure built circa 1967.
2. The applicant is proposing to convert existing commercial structure to a triplex.
3. Although not in line with typical architectural aesthetic for the community, because the structure is more than 50 years old, it is not technically a contributing structure to the Victorian Village Historic District.
4. The proposed alterations partially adhere to Victorian Village Design Guidelines' requirements. However, the application indicates that there will be sandstone siding along Jefferson and Neely. Therefore, the staff recommends conditions as listed below to ensure compatibility with the design guidelines and the original characteristics of the structure.

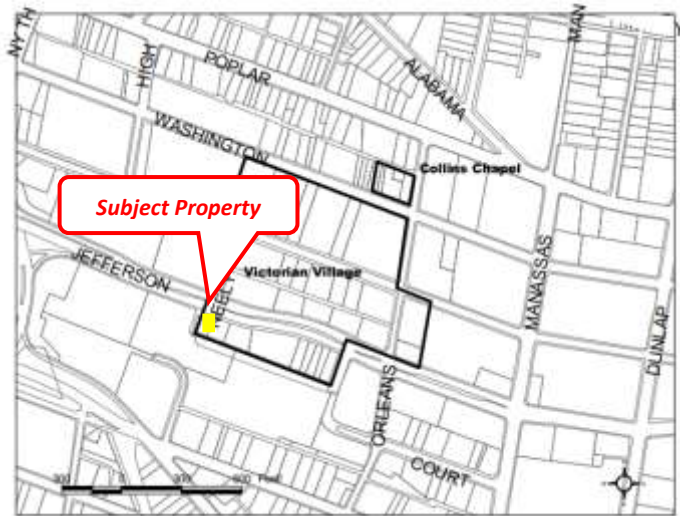
## RECOMMENDATION:

***Approval with two (2) conditions***  
**(see page 9 of the staff report)**

1. All architecture plans and materials shall be consistent with design guidelines.
2. Any change or deviation from the approved Certificate of Appropriateness (COA) shall be submitted to the Memphis Landmarks Commission for review and approval.

**HISTORIC DISTRICT MAP**

**VICTORIAN VILLAGE  
AND COLLINS CHAPEL  
HISTORIC PRESERVATION  
DISTRICTS**



Subject property highlighted in yellow.



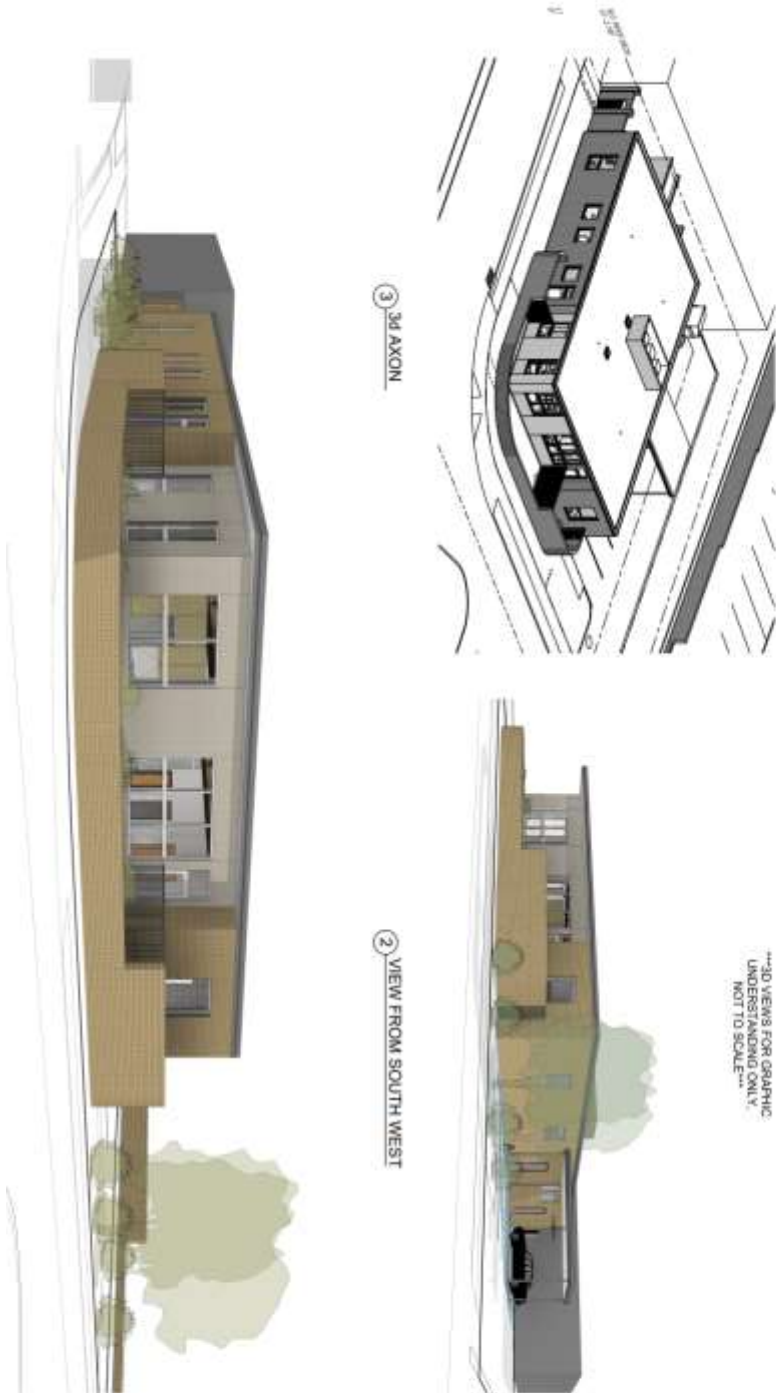
Subject property outlined in yellow.

Existing Zoning: Central Business (CBD) District in the Victorian Village Historic District.





**RENDERING**



---3D VIEWS FOR GRAPHIC  
UNDERSTANDING ONLY.  
NOT TO SCALE---

Author: [Redacted]  
Date: [Redacted]  
Schematic Design  
LEPPER + ROBINSON RESIDENCE  
www.lepperrobinson.com

**ooba**  
Office of Basic Architecture  
207 S. Cedar St. (Berkeley, CA) 947  
931.278.0444 | www.ooba.design

**VIEW FROM JEFFERSON AVE LOOKING SOUTH**



(Google Street View, 2022)

**VIEW FROM CORNER OF N. NEELY STREET AND JEFFERSON AVENUE LOOKING SOUTHEAST**



(Google Street View, 2022)

## VIEW FROM NORTH NEELY STREET LOOKING EAST



(Google Street View, 2022)

### STAFF ANALYSIS

Subject property is a one story, commercial structure, built circa 1967. The structure has beige brick exterior with a low-slope flat roof. There are 12 windows on the front façade of the building with the main entrance oriented towards North Neely Street.

### Does the Project Meet the District Guidelines?

#### **2. Alterations to Historic Contributing Structures**

2.1 Restoring and retaining original features is preferable in all cases.

2.2 Avoid removing or altering any historic or significant architectural features.

2.3 When disassembly of an historic feature is necessary for its restoration, minimize damage to the original materials.

2.4 Use: The Secretary of Interior's Preservation briefs for proper procedures for cleaning, refinishing, and repairing historic materials.

2.5 Replacement of missing or deteriorated architectural elements should be based on accurate duplications of original features if they exist.

2.6 When reconstruction of an element is impossible, develop a new design that is a simplified interpretation of the original.

#### **2.7 Building Materials**

2.7.1 Retain and preserve original historic fabric whenever possible.

2.7.2 Do not cover or obscure original facade materials.

2.7.3 Preserve original wall materials. Non-historic siding may be removed, with permission from the

Commission, to reveal earlier siding that often can be rehabilitated. The original, underlying material should be preserved and repaired wherever possible.

2.7.4 If replacing facade material, use materials similar to those employed historically when feasible.

2.7.5 Preserve masonry that define the overall character: the original mortar joint and masonry unit size, the tooling and bonding patterns, coatings, and color of the historic structure.

2.7.6 When repointing, duplicate the original mortar in strength, composition, color, texture, joint width, and profile (see Secretary of Interior's Preservation Brief #2). Historic bricks are softer than modern ones and if repointed with cement or a cement mix, it will lead to spalling and deterioration of the bricks themselves. (see Appendix

2.7.7 To clean masonry to halt deterioration or to remove graffiti and stains, always use the gentlest means possible, such as low-pressure water and soft natural bristle brushes. Never sandblast.

2.7.8 Unpainted brick should not be painted unless fire damage has changed the color and the new paint is a masonry color.

## **2.8 Windows and Doors**

2.8.1 Preserve the function and decorative features of original windows and doors. All existing window assemblies shall be preserved, with their defining elements repaired rather than replaced.

2.8.2 Maintain original window and door proportions for new openings.

2.8.3 Retain the number, pattern, and placement of openings on facades which face the public right of way. New window and door piercings may be permitted on a case-by-case basis and generally only to accommodate an addition or renovation. In filling of historic opening generally will not be approved, and proposals to infill nonhistoric openings will be evaluated according to the impact on the entire wall. If the Commission approves the infill of historic openings not on street facing facades, the lintel and sill shall be retained in place and the blocking material shall be recessed.

2.8.4 A replacement window or door, if necessary, should be similar to those seen historically. Replace missing windows with new, energy-efficient windows that are appropriate to the style of building, are in proportion, character with the existing lights pattern, and shadow lines.

2.9 Mechanical Systems HVAC systems, including air conditioning units, heat pumps, air compressors, vents, and other types of mechanical equipment placed outside of buildings, are subject to Commission review.

2.9.1 Mechanical equipment must be installed so that it will not destroy or damage building materials.

2.9.2 Rooftop mechanical units are permitted if they can be installed so they are not visible from the public right-of-way. If rooftop mechanical equipment cannot be installed so it is not visible from the street, it must be screened from view, in a manner approved by the Commission.

2.9.3 Placement of cables and wires. Electrical, telephone and cable service should be placed under ground whenever possible. If this is not an option, they should be placed on side or rear elevations.

2.9.4 Air conditioning window units are not within the purview of the Commission, unless their installation will result in damage or the removal of any building parts or materials. The installation of unobtrusive drainage pipes may be required.

2.9.5 Vents include openings intended to eliminate exhaust or exchange air may be round, rectangular, or square, with or without louvers. Vents must be placed as discretely as possible. They must be installed so they are not readily visible from the public right-of-way and their finish color should correspond with the wall or trim color, unless mounted in a clear material. Their location should be considerate of the impact on neighbors and their installation should result in minimal damage to historic fabric.

## **2.10 Front Porches**

2.10.1 Maintain original porches and architectural detailing.

2.10.2 Avoid enclosing a porch. If a porch is enclosed, the enclosure design should preserve the sense of openness and transparency that is typical of the porches within the district.

2.10.3 Open front porches should not be fully screened or enclosed to create additional indoor space.



2.10.4 Porch Infill Proposals to infill characterdefining porches will be carefully considered for their impact on the historic feature and the elevation. On a case-by-case basis, the Commission may approve the partial in-fill of a character-defining porch or approve another strategy to save a porch from being completely obscured, removed, or damaged.

### **2.11 Paint Color**

2.11.1 Use breaks between colors to enhance and highlight architectural components. Use color to clarify the role and relationship among architectural elements. Use a transition color to buffer high contrast. For example, if you want to use burgundy moldings with pale putty walls, know that the two colors will present too high a contrast. A solution: transition bands or accents of warm gray and dusty rose between the putty and burgundy.

2.11.2 Remember that intensity appears greater when seen on a large surface (as compared to a small color chip or card). Similarly, the apparent contrast between two colors is greater when viewed on a large scale—on the building vs. on paint chips.

2.11.3 In general, use darker colors at the bottom and lighter colors at the top of an architectural element. This arrangement is grounding and avoids a top-heavy appearance. That said, dark over light is an effective way to lower apparent height and bring scale to a building.

**Comments**

Subject property is a one story, commercial structure built circa 1967.

The applicant is proposing to convert existing commercial structure to a triplex.

Although not in line with typical architectural aesthetic for the community, because the structure is more than 50 years old, it is not technically a contributing structure to the Victorian Village Historic District.

The proposed alterations partially adhere to Victorian Village Design Guidelines' requirements. However, the application indicates that there will be sandstone siding along Jefferson and Neely. Therefore, the staff recommends conditions as listed below to ensure compatibility with the design guidelines and the original characteristics of the structure.

**RECOMMENDATION**

Staff recommends ***approval*** to convert existing commercial structure to a triplex in accordance with the district guidelines and comments stated above, with the following conditions:

1. All architecture plans and materials shall be consistent with design guidelines.
2. Any change or deviation from the approved Certificate of Appropriateness (COA) shall be submitted to the Memphis Landmarks Commission for review and approval.

## GENERAL INFORMATION

**Previous COA's:** None  
**Zoning:** Central Business (CBD) District  
**Complaint(s):** None  
**Demolition(s):** None  
**Public Notice(s):** 9 Public Notices were mailed on Thursday, April 13, 2023.

## DEPARTMENTAL COMMENTS

*The following comments were provided by agencies to which this application was referred:*

**City Engineer:** No comments received.

**City Fire Division:**

- All design and construction shall comply with the 2021 edition of the International Fire Code (as locally amended) and referenced standards.
- Fire apparatus access shall comply with section 503. Where security gates are installed that affect required fire apparatus access roads, they shall comply with section 503.6 (as amended).
- Fire protection water supplies (including fire hydrants) shall comply with section 507.
- Where fire apparatus access roads or a water supply for fire protection are required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except when approved alternate methods of protection are provided.
- A detailed plans review will be conducted by the Memphis Fire Prevention Bureau upon receipt of complete construction documents. Plans shall be submitted to the Shelby County Office of Code Enforcement.

**City Real Estate:** No comments received.

**County Health Department:** No comments received.

**Construction Code Enforcement:** No comments received.

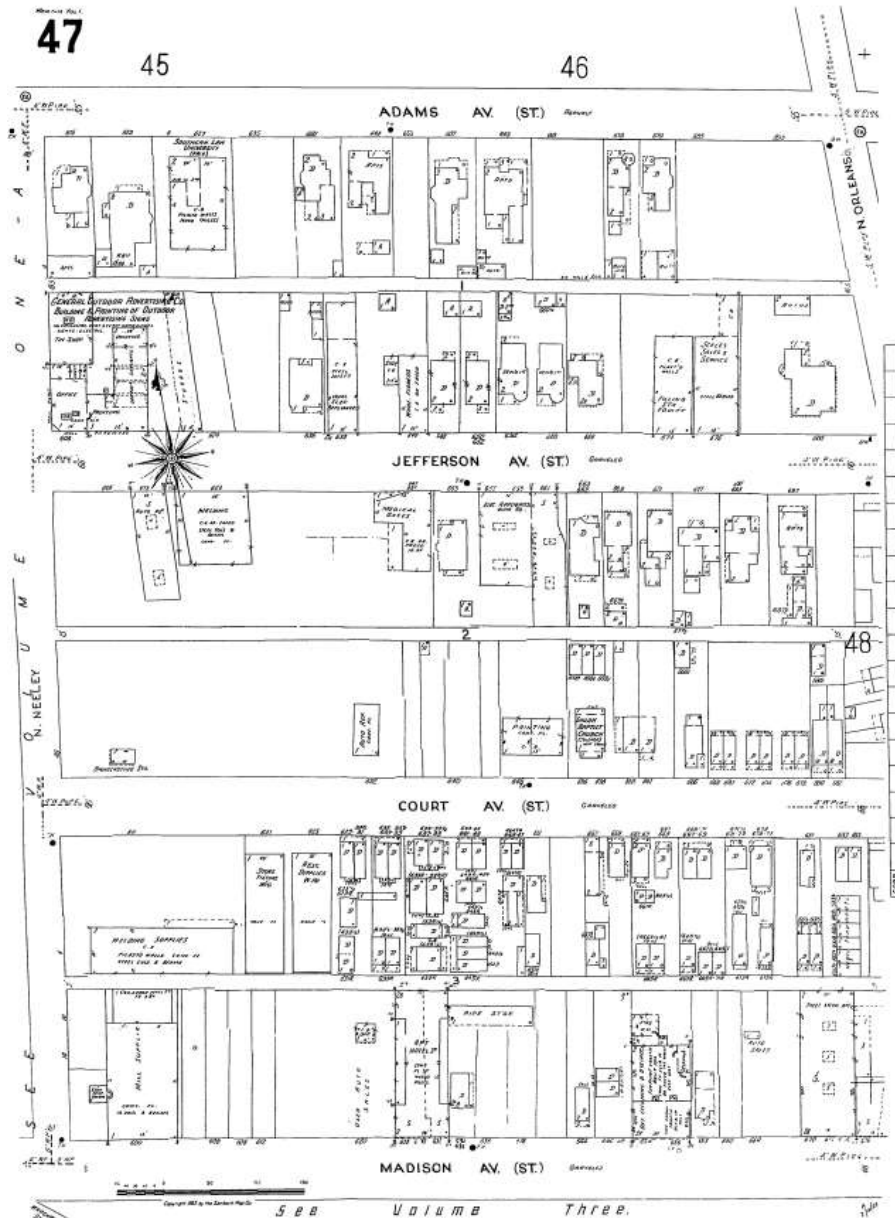
**Office of Sustainability and Resilience:** No comments received.

**Memphis Light, Gas, and Water:** No comments received.

**APPLICATION**

See full application here: [Application](#)

**SANBORN MAP**



**HISTORIC DISTRICT BOARD / ASSOCIATION COMMENT**

**LETTERS RECEIVED**

No letters of support was received at the time of completion of this report

- Letters of Support**
- Letters of Opposition**