



Historic Preservation Commission
1018 Porter Avenue
Ocean Springs, MS 39564

Thursday, November 16, 2023 @ 6:00 PM

1. Call Meeting to Order

2. Old Business

3. New Business

- a. 1208 Bowen Avenue/ PID# 61190012.000 - City of Ocean Springs - Certificate of Appropriateness (COA) for Minor Renovation or Repair: Exterior Painting, Window Replacement, Installing a Fence and Miscellaneous Repairs.

4. Approval of Minutes

- a. October 12, 2023

5. Audience Request

6. Administrative

- a. Nominations for Chairman and Vice-Chairman

7. Adjourn

CITY OF OCEAN SPRINGS
COMMUNITY DEVELOPMENT AND PLANNING
POST OFFICE BOX 1800
OCEAN SPRINGS, MS 39566-1800
228-875-4415

HISTORIC PRESERVATION COMMISSION REPORT

MEETING DATE: November 16, 2023

APPLICANT: William G. and Anna K. Curtis

CURRENT OWNER? Yes ✓ No

REQUESTED ACTION: Approval of Certificate of Appropriateness (COA) for miscellaneous exterior repairs, installation of fencing, installation of new windows and exterior painting.

DATE OF APPLICATION: October 9, 2023

LOCATION: 1208 Bowen Avenue / PID# 61190012.000 / Bowen Avenue Historic District

ADJACENT ZONING/LAND USE:

Subject Property: R-2, Single-Family Residential District - a single family dwelling;

North, South, East, West: R-2, Single-Family Residential District - single-family dwellings.



COA CONSIDERATIONS: According to the MS Dept. of Archives and History (MDAH) Historic Resources Inventory, the house was built in 1960 and is a “Minimal Traditional house”.

The Historic District Guidelines describe the Bowen district as “a middle-class development, these street-oriented dwellings reveal the diversity of influences within a prestigious resort community. Citizens of more moderate means built this residential area as evidenced by the uniformity and modesty of both scale and detailing. The district is significant for its cohesive collection of residential architecture. Oriented to the street, the dwellings are either vernacular or have few stylistic details, with high style architecture being the exception rather than the rule.

DESCRIPTION OF COA REQUEST:

The homeowners request approval of the following:

1. Install a railing on the front porch. The railing was removed by a previous owner. The new railing will be in a style consistent with what would have been used in 1960 and will be painted white.
2. Install gutters to eliminate storm-water runoff from pooling under the house.
3. Paint the house exterior – shingles: 2 shades of gray; soffit and fascia: white; shutters and front door: black.
4. Replace the windows on the front.
5. Install a fence along the front lot line. Style to be similar to others on the street or a metal fence.

FINDINGS:

- The proposed additions and alterations will improve the historic accuracy of the house and/or be consistent with other dwellings on Bowen Ave.

STAFF CONCLUSION: The requested COA is consistent with the Historic District guidelines for Bowen Ave.

POTENTIAL MOTION 1: Recommend approval of a Certificate of Appropriateness for 1208 Bowen Ave. as described in the application.



City of Ocean Springs
Historic Preservation Commission
1018 Porter Avenue / PO Box 1800 Ocean Springs, MS 39564
(228) 875-4415

— CERTIFICATE OF APPROPRIATENESS APPLICATION —

Application Date: 10/9/23

[Applications are due by the 7th of each month for consideration the FOLLOWING month.]

APPLICATION FEE: \$51.00 – Cash, Check (Payable to CITY OF OCEAN SPRINGS), C/C – 3% fee
\$1.00 fee is per Ordinance 2022-17 following requirements of Section 25-60-5 MS Code Annotated

***** APPLICANT MUST ATTEND HEARING *****

Property Address: 1208 Bowen Avenue, Ocean Springs, MS

Property Owner(s): William G. and Anna K. Curtis

Parcel ID Number: 6-11-90-012.000 Approximate Age of Home: 63

ACCESS: Upon application submittal, City Officials and HPC Members are authorized to enter property to view proposal unless checked below.

☐ Check here if City Officials and HPC members do NOT have permission to enter property.

Applicant [Check one]: ☐ Architect ☐ Contractor ☒ Owner ☐ Other _____

Name: William G and Anna K Curtis

Address: 1208 Bowen Avenue

City: Ocean Springs State: MS Zip: 39564

Phone: 228-235-9740 Email: aeiram65@gmail.com

Property Owner [if Different]:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

DIRECTIONS: Check box which best represents your request (more than one box may be checked), and **ATTACH** the corresponding checklist to help ensure a complete application.

☐ New Construction, Additions, Extensive
Renovation / Repair

☒ Minor Renovation / Repair

☒ Exterior Painting (Contributing Structures Only)

☒ Landscaping and Site
Improvements (i.e. Fencing)

☐ Signage

☐ Demolition

PLEASE CHECK DISTRICT/LISTING

- | | | |
|---|--|---|
| ☒ BOWEN | ☐ MARBLE SPRINGS | ☐ SHEARWATER |
| ☐ INDIAN SPRINGS | ☐ OLD OCEAN SPRINGS | ☐ SULLIVAN-CHARNELY |
| ☐ LOVER'S LANE | ☐ RAILROAD | ☐ INDIVIDUAL LISTING |

Requirements:

- All work in the Historic District OR on Individually Listed Structures must comply with the *City of Ocean Springs Historic District Design Guidelines*. The Guidelines are available at City Hall and for review at the Ocean Springs Library. This form must be completed in its entirety, with any attachments, before Historic Preservation Commission (HPC) consideration will be scheduled. Incomplete applications can result in project delays.
- Architectural plans and rendering are encouraged; if not available, roughly scaled and dimensional drawings will suffice. Documentation must be provided in a format that can be easily copied for the design process. Architectural drawing, construction details, landscape plans, etc., should be printed on paper no larger than 11" X 17". HPC is concerned with exterior features. Interior floor plans and features are not necessary.
- **SIGN:** A sign will be placed in the front yard of the property prior to the HPC meeting to notify surrounding property owners of pending application. If the sign is not returned a \$ 25.00 fee will be assessed with the building permit.

Notes:

- Certificate of Appropriateness (COA) remains in force for two (2) years and may be extended for one (1) additional year. However, if a period of one (1) year passes and no initial construction has occurred, the COA is voided, and a new application must be submitted and approved before work may begin.
- Certificate of Appropriateness does not relieve the Property Owner from the responsibility of obtaining any other required permits. Building and other permits may be required, even if a COA is not required. For more information contact the Building Department at (228) 875-6712.
- The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Commission. The undersigned hereby certifies that the project described in the application, as detailed by plans and specification attached, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that a Building Permit will be required in addition to the Certificate of Appropriateness. Oath not required, but answer subject to rules of perjury.

William G. Curtis
Anna K. Curtis

Printed Name of Owner

Wm G. Curtis
Anna K. Curtis

Signature of Owner

Printed Name of Authorized Agent

Signature of Authorized Agent

Date

9/29/2023

***** **APPLICANT MUST ATTEND HEARING** *****



— CERTIFICATE OF APPROPRIATENESS APPLICATION —
DESCRIPTION OF REQUEST ATTACHMENT FOR:

MINOR RENOVATION OR REPAIR

NOTE: Architectural plans and rendering are encouraged; if not available, roughly scaled and dimensional drawings will suffice. Documentation must be provided in a format that can be easily copied for the design process. Architectural drawing, construction details, landscape plans, etc., should be printed on paper no larger than 11" X 17". HPC is concerned with exterior features. Interior floor plans and features are not necessary.

Required Attachments:

1. For work which includes changes to the exterior of existing buildings, the following is required:
 - a. n/a Elevations;
 - b. n/a Floor Plans; and
 - c. X Photographs of each face of the building to be renovated with details of the areas of work.

Description: 1. Railing on front porch missing, apparently removed due to poor condition. railing to be replaced in style that would have been used in 1960 when the house was built.
Railing to be painted white. Example 1 & 1a

2. Gutters to be added to eliminate rain run-off from pooling under the house.

3. Paint outside of house. Shingles to be painted 2 shades of gray, soffit and fascia white and shutters and front door black. Examples 2-5

4. Replace windows on front of house. 4 windows openings that do not open are in bedrooms.

5. Fence front yard to match other fences on St. (Example 7) or a metal fence like on house on northeast side of Bowen and Russel.

— **Attach Additional Sheets if Needed** —



1208 Bowen Avenue
Current front of House



Picture of House from around 2000
Example 1a



- ① Railing to be replaced
on front porch where old
had been removed.
- ② Railings for steps to be added
for safety to match other
new railings

Example of colors to use



Lighter Gray

Charcoal

Example 2

Example 1



Example 1 or 1a style

porch railing style



Charcoal

Light Gray



**The Minutes of the City of Ocean Springs
Historic Preservation Commission
Thursday, October 12, 2023**

1. Call Meeting to Order

A meeting of the City of Ocean Springs Historic Preservation Commission was called to order by Planning & Grants Administrator Carolyn Martin at 6:00 p.m. on Thursday, October 12, 2023. Members present were Michael Burns, Bonnie Munro, Owen White, Karen Chewning, and Charlene Roemer. Matthew Pavlov and Carlos Barbosa were absent. Also present were City Planner Wade Morgan, and Planning & Grants Coordinator Camille Anderson.

2. Old Business

None.

3. New Business

- a. 921 Ocean Avenue/ PIO# 60137394.000 – Barbara Canaga - Certificate of Appropriateness (COA) for signage.

Wade presented application. Proposed street-facing signs are larger than standard UDC regulations, but the Historic Preservation Commission can recommend to the Zoning and Adjustment Board to approve these signs as an exception to the standard regulations with the criteria that the proposed signs are consistent with the purpose of the Historic District. Discussion between Historic Preservation Commission and applicant about signs. A motion was made by Karen Chewning seconded by B. Munro to recommend approval of 921 Ocean Avenue Certificate of Appropriateness for signage contingent upon Zoning and Adjustment Board Approval of an exception to the regulations. O. White voted aye. C. Roemer and M. Burns opposed. The motion passed 3-2.

- b. 1418 Government Street/ PIO# 60137052.000 - City of Ocean Springs - Certificate of Appropriateness (COA) to designate building as a historic landmark.

Wade presented the application and briefly described the process of designating a building as a historical landmark. A motion was made by B. Munro seconded by K. Chewning to move forward to allow 1418 Government Street to go on the Historical Registry for the City of Ocean Springs. The motion was unanimously carried.

4. Approval of Minutes

- a. September 14, 2023

A motion was made by K. Chewning seconded by M. Burns to approve the minutes

from September 14, 2023 as submitted. The motion was unanimously carried.

5. Audience Request

None.

6. Administrative

None.

7. Adjourn

A motion was made by C. Roemer seconded by O. White to adjourn the meeting. The motion was unanimously carried.

DRAFT