

**HERITAGE PRESERVATION COMMISSION REPORT**  
Certificate of Appropriateness for Major Work- 10<sup>th</sup> & Cass Historic District.  
Section 115-319(d)(2)  
CARRIAGE HOUSE – Ordinance 115-390(1)(d)(2)

**TO:** Heritage Preservation Commission  
**FROM:** Planning Staff  
**MEETING DATE:** July 22, 2021

**PROPOSAL:** The applicant is proposing to fill in an existing exterior window and add a non-functional door to the north (Cass Street facing) façade along with an exterior stair and railing. The primary residence is located at 924 Cass Street.

**PROPERTY OWNER:**

Katie Lawton  
924 Cass Street  
La Crosse, WI 54601

**APPLICANT:**

Same as above

**BACKGROUND:** The 10<sup>th</sup> and Cass Historic District was established by Ordinance in May 2007 along with design standards that are specific to the styles of architecture found within. The local district designation of the Tenth and Cass Neighborhood Historic District was created to encourage preservation of the historic resources of the district, which was named to the National Register of Historic Places in 2000. The design standards and review procedures are used to guide preservation, rehabilitation, new construction, relocation and demolitions. Plans or requests must be approved by the Heritage Preservation Commission prior to any building/demolition permit being issued.

**PROJECT DESCRIPTION:**

The applicant is proposing to fill in the window depicted in the adjacent picture and inset a non-functioning door along with steps and railing. The window serves an interior bathroom. The applicant is remodeling the bathroom and the window prohibits the applicant from being able to remodel it in the manner they would like. The small awning would remain.



## ANALYSIS:

Per Municipal Code the following standards apply to the windows, door, and porches:

### Windows.

#### *a. Maintain and conserve.*

- 1. Existing window openings should be retained. Window openings should not be filled in with wood, brick, or any other materials.*

Efforts have been made to find a historic photo of this house that illustrates this section of the house. One has not been discovered to determine if this was an original window opening. If original it should be retained.

- 2. Retain all decorative trim around windows, including lintels, pediments and hoods.*

While the trim around the window would be removed, it appears that trim would be installed around the door to match what is around the window.

- 3. If replacement of trim is necessary, maintain the appearance of the original material.*

The trim around the proposed door would maintain the appearance.

- 4. New window openings should not be added on principal elevations.*

No new window openings are being added.



### Doors

#### *d. New entries.*

- 1. New doors should not be added at locations where they did not originally exist. If required to meet safety codes, doors should be added at the rear or side of buildings where they are not readily visible from the street*

Though technically not a functional door or new entry, it gives the appearance of a new door in a location where there is no evidence that one existed.

### Porch/steps/railing

#### *c. Steps and stairs.*

- 1. Steps and stairs should be retained in their original location and configuration.*

No steps were originally in this location.

- 2. Wood and concrete steps should be repaired to match the original.*

N/A

- 3. If new steps are necessary, wood and concrete steps should have treads, risers and handrails to match the original.*

While no steps were originally in this location aspects of the materials and design are similar to the existing steps leading up to the front entrance off of Cass Street.

- 4. Concrete steps should not be used to replace wooden steps.*

N/A

**FINDING**

This proposed project is found to not be consistent with the the 10<sup>th</sup> and Cass design standards. Removal of an original opening and the installation of a door, though not functional, in a location where there was no door opening is not consistent with the standards.

**RECOMMENDED ACTION BY STAFF:**

This Certificate of Appropriateness is not recommended for approval by staff.

Should the HPC recommend approval staff recommends that the style of the door be similar in look and appearance as the existing front door and the porch steps and railing be similar in look, style and appearance as the front entrance.

