

**CITY OF SAINT PAUL  
HERITAGE PRESERVATION COMMISSION STAFF REPORT**

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FILE NAME: 302 Summit Avenue-- Joseph Forepaugh House  
DATE OF APPLICATION: July 28, 2015  
APPLICANT: Les Jones Roofing Inc., Chris Anderson  
OWNER: Condo Associates c/o Russ Lepisto; Eileen O'Toole, Unit E; James Garlick, Unit F  
DATE OF HEARING: September 10, 2015  
HPC SITE/DISTRICT: Historic Hill Heritage Preservation District  
CATEGORY: Pivotal  
CLASSIFICATION: Building Permit  
STAFF INVESTIGATION AND REPORT: Allison Suhan  
DATE: September 3, 2015

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**A. SITE DESCRIPTION:**

The Joseph Forepaugh House, at 302 Summit Avenue, is a three-story, brick Victorian-era Romanesque style residence with a hipped roof and lower cross gables constructed in 1889 by William Lettau and designed by Mould and McNicol. It sits on a rusticated red stone foundation and is clad in Menomonee pressed red brick with stone lintels and belt courses around the two-over-two double hung rectangular windows throughout. The first level features a central, flat-roofed porch supported by smooth Ionic columns and a dentiled cornice that connects with a curved bay window to the left of the double door entrance. The third floor features separate porches for both bays of the main façade, with the right bay gable featuring a large, elaborate wooden screen of scrollwork. The property is categorized as pivotal to the Historic Hill Heritage Preservation District.

**B. PROPOSED CHANGES:**

The applicant proposes to install three, 21.5" wide x 46.75" long x 5" high, Velux (VS C06) manual venting, deck mounted skylights on the front half of the roof plane. See roof plan Attachment 3. The roof was recently re-shingled with GAF Slateline in "Antique Slate."

**C. GUIDELINE CITATIONS:**

***The Secretary of the Interior's Standards for Rehabilitation:***

- 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*
- 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
- 3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
- 4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*
- 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.*
- 6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*
- 7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall*

*not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

8. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*
9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

**The Secretary of the Interior's Standards for Rehabilitation: Building Exterior-- Roofs Recommended**

- ***Identifying, retaining, and preserving roofs***—and their functional and decorative features—that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.
- ***Protecting and maintaining*** a roof by cleaning the gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation. Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration. Protecting a leaking roof with plywood and building paper until it can be properly repaired.
- ***Repairing*** a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof.
- ***Replacing*** in kind an entire feature of the roof that is too deteriorated to repair—if the overall form and detailing are still evident—using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

**Not Recommended**

- *Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished.*
- *Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or “improved” appearance.*
- *Changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights so that the historic character is diminished.*
- *Stripping the roof of sound historic material such as slate, clay tile, wood, and architectural metal.*
- *Applying paint or other coatings to roofing material which has been historically uncoated.*
- *Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof fasteners, sheathing, and the underlying structure.*
- *Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration.*

- *Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials—masonry, wood, plaster, paint and structural members—occurs.*
- *Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate.*
- *Failing to reuse intact slate or tile when only the roofing substrate needs replacement.*
- *Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.*
- *Removing a feature of the roof that is unrepairable, such as a chimney or dormer, and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.*

**Historic Hill Heritage Preservation District Guidelines**

**Sec. 74.64. Restoration and rehabilitation.**

**(a) General Principles:**

(1) *Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.*

(2) *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.*

(3) *All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.*

(4) *Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right and this significance shall be recognized and respected.*

(5) *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.*

(6) *Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.*

(7) *The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.*

(8) *Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.*

(9) *Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.*

(10) *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.*

**(d) Roofs:**

(1) *Original roofing materials should be retained unless deteriorated. When partially reroofing, deteriorated roof coverings should be replaced with new materials that match the old*

*in composition, size, shape and texture. When entirely reroofing, new materials which differ to such an extent from the old in composition, size, shape, color or texture that the appearance of the building is altered should not be used.*

(2) *Wood shingles in the nineteenth century were often dipped in creosote to preserve them, giving them a very dark brown color. Victorians often stained wood shingles deep red or dark green to complement rather than match the color of the house. When asphalt shingles began to be used in the 1890's, the most common colors were solid, uniform, deep red and solid, uniform, dark green. A weathered-wood color may be acceptable for new asphalt shingles because it is neutral and blends in. Black may be acceptable for Colonial Revival houses built after the 1920's, but it should be avoided for Victorian houses.*

(3) *The original roof type, slope and overhangs should be preserved. New dormers may be acceptable in some cases if compatible with the original design. Modern skylights are a simple way to alter a roof to admit light and air without disrupting its plane surface, are less noticeable than dormers, and may also be acceptable. Skylights should be flat and as close to the roof plane as possible. They should not be placed on the front roof plane.*

**D. FINDINGS:**

1. On April 2, 1991, the most recent expansion of the Hill Heritage Preservation District was established under Ordinance No. 17815, § 3(II). The Heritage Preservation Commission shall protect the architectural character of heritage preservation sites through review and approval or denial of applications for city permits for exterior work within designated heritage preservation sites §73.04.(4).
2. The Joseph Forepaugh House, at 302 Summit Avenue, is categorized as pivotal to the character of the Historic Hill Heritage Preservation District.
3. The HPC approved the installation of six flat exit skylights on the rear and sides of the roof behind the chimneys on June 11, 1987 (File No. 759) as they were not visible from the street. An additional skylight was installed on the eastern roof plane at an unknown time without HPC review or approval.
4. (Sec. 74.64.(d)(3)) *Skylights should be flat and as close to the roof plane as possible. They should not be placed on the front roof plane.* Skylights A and C are not on the front roof plane, but are on the front quarter of the side roof plane and are sited towards the peak and would be visible from the public right-of-way. If skylights A and C are sited lower on the roof plane (closer to the eaves), they could comply with this guideline. Skylight B is not sited on the front most roof plane, but is towards the peak of a Summit Avenue facing roof plane and visible from the public right-of-way. Skylight B does not comply with the guideline. The proposed Velux skylight has a low profile and generally complies with the guideline.
5. *The Standards state that changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights so that the historic character is diminished is not recommended.* If skylights A and C are sited lower on the roof plane, the historic roofline and solid, shingled character will remain intact and will comply with the guideline. The proposed location of Skylight B would alter the historic roofline as it is sited towards the peak of a front facing roof plane, thus it does not comply with the guideline.
6. The proposal to install three skylights at 302 Summit Avenue will not adversely affect the Program for the Preservation and architectural control of the Historic Hill Heritage Preservation District (Leg. Code §73.06 (e)) so long as the conditions are met.

**E. STAFF RECOMMENDATION:**

Based on the findings, staff recommends denial of Skylight 'B' as it is on a front-facing roof slope and approval of the building permit application to install Skylights 'A' and 'C' at 302 Summit Avenue, provided the conditions below are met:

1. Skylight 'A' shall be placed lower on the roof plane.
2. Skylight 'C' shall be placed lower on the roof plane to align with the existing skylight on the same roof plane.
3. Any flashing or cladding shall have a dark and painted finish to closely match the color of the roof shingles.
4. All final materials, colors and products specifications shall be submitted to staff for final review and approval.
5. A full size copy of the final construction plans submitted to the Department of Safety and Inspections for city permits shall be submitted to HPC staff.
6. The HPC stamped approved construction level plans shall remain onsite for the duration of the project.
7. Any changes or revisions to the approved HPC plans and city permits shall be submitted to the HPC and/or staff for review and approval.

**F. ATTACHMENTS:**

1. HPC Design Review Application
2. Photos submitted by the applicant
3. Roof plan
4. Velux Skylight Specification Sheet



Saint Paul Heritage Preservation Commission  
 Department of Safety and Inspections  
 375 Jackson Street, Suite 220  
 Saint Paul, MN 55101-1806  
 Phone: (651) 266-9078

25226 - Additional work

## HERITAGE PRESERVATION COMMISSION DESIGN REVIEW APPLICATION

This application must be completed in addition to the appropriate city permit application if the affected property is an individually designated landmark or located within an historic district. For applications that must be reviewed by the Heritage Preservation Commission refer to the HPC Meeting schedule for meeting dates and deadlines.

### 1. CATEGORY

Please check the category that best describes the proposed work

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Repair/Rehabilitation | <input type="checkbox"/> Sign/Awning          | <input type="checkbox"/> New Construction/Addition/<br>Alteration |
| <input type="checkbox"/> Moving                           | <input type="checkbox"/> Fence/Retaining Wall | <input type="checkbox"/> Pre-Application Review Only              |
| <input type="checkbox"/> Demolition                       | <input type="checkbox"/> Other _____          |   |

### 2. PROJECT ADDRESS

Street and number: 302 Summit Ave. Zip Code: 55102

### 3. APPLICANT INFORMATION

Name of contact person: Chris Anderson  
 Company: Les Jones Roofing, Inc.  
 Street and number: 941 W. 80th Street  
 City: Bloomington State: MN Zip Code: 55420  
 Phone number: (612) 237-1968 e-mail: chrisa@lesjonesroofing.com

### 4. PROPERTY OWNER(S) INFORMATION (If different from applicant)

Name: \_\_\_\_\_  
 Street and number: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone number: ( ) \_\_\_\_\_ e-mail: \_\_\_\_\_

**5. PROJECT ARCHITECT (If applicable)**

Contact person: \_\_\_\_\_

Company: \_\_\_\_\_

Street and number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_ e-mail: \_\_\_\_\_

**6. PROJECT DESCRIPTION**

Completely describe ALL exterior changes being proposed for the property. Include changes to architectural details such as windows, doors, siding, railings, steps, trim, roof, foundation or porches. Attach specifications for doors, windows, lighting and other features, if applicable, including color and material samples.

Skylights -  
Two homeowners would like to add skylights. (See map).  
A and B on the map.  
  
**Added skylight C to scope of work  
8/20/15**

*Attach additional sheets if necessary*

**7. ATTACHMENTS**

Refer to the *Design Review Process sheet* for required information or attachments.  
**\*\*INCOMPLETE APPLICATIONS WILL BE RETURNED\*\***

**ARE THE NECESSARY ATTACHMENTS AND INFORMATION INCLUDED?**

YES

Will any federal money be used in this project? YES \_\_\_\_\_ NO \_\_\_\_\_  
Are you applying for the Investment Tax Credits? YES \_\_\_\_\_ NO \_\_\_\_\_



I, the undersigned, understand that the Design Review Application is limited to the aforementioned work to the affected property. I further understand that any additional exterior work to be done under my ownership must be submitted by application to the St. Paul Heritage Preservation Commission. Any unauthorized work will be required to be removed.

Signature of applicant: Chris Anderson Date: 7-28-15

Signature of owner: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR HPC OFFICE USE ONLY**

Date received: 7-28-15 (email) FILE NO. 15-144336  
District: Hill /Individual Site: \_\_\_\_\_  
Contributing/Non-contributing/Pivotal/Supportive/: \_\_\_\_\_  
Type of work: Minor/Moderate/Major

*(May need HPC)*

\_\_\_\_ Requires staff review

\_\_\_\_ Requires Commission review

Supporting data: YES NO  
Complete application: YES NO

The following condition(s) must be met in order for application to conform to preservation program:

It has been determined that the work to be performed pursuant to the application does not adversely affect the program for preservation and architectural control of the heritage preservation district or site (Ch.73.06).

\_\_\_\_\_  
HPC staff approval  
Date \_\_\_\_\_

Submitted:

- 3 Sets of Plans
- 1 Set of Plans reduced to 8 1/2" by 11" or 11" by 17"
- Photographs
- City Permit Application
- Complete HPC Design Review application

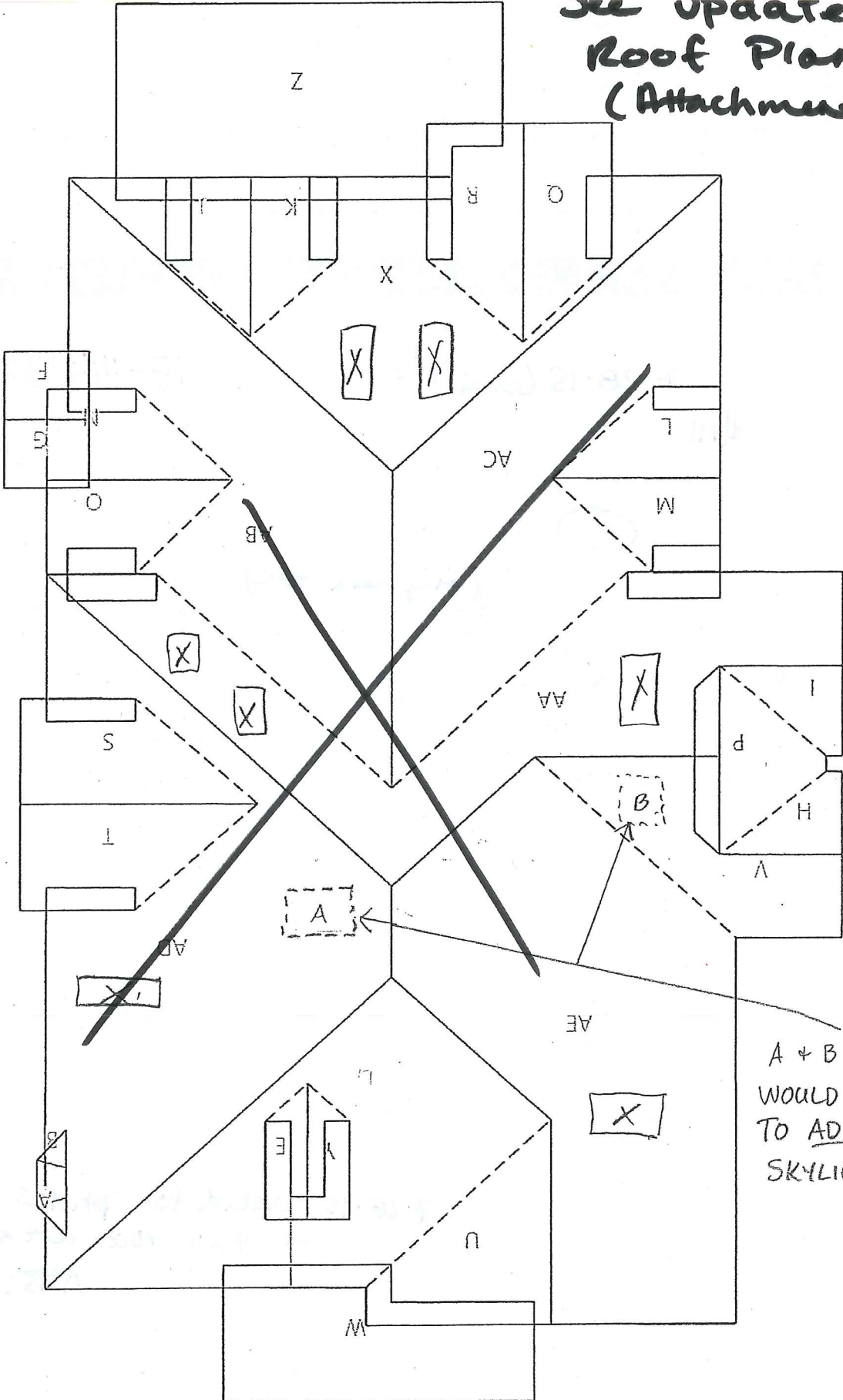
Hearing Date set for: \_\_\_\_\_

City Permit # \_\_\_\_\_ - \_\_\_\_\_

*7-28-15 - asked for photos of two roof areas. Arts.*



See updated  
Roof Plan  
(Attachment 5)



A + B =  
WOULD LIKE  
TO ADD A  
SKYLIGHT.

FRONT OF 302 SUMMIT AVE.

**Suhan, Allison (CI-StPaul)**

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**From:** Chris Anderson <chrisa@lesjonesroofing.com>  
**Sent:** Thursday, August 20, 2015 1:19 PM  
**To:** Suhan, Allison (CI-StPaul); Les Jones; Jeff Andersen  
**Subject:** Re: 302 Summit- Skylights  
**Attachments:** 2nd additional skylight.pdf

West facing unit would like to add the another skylight to her roof. See photos attached.

Here is the skylight information as requested; 3 skylights total, one on the east side and two on the west side.

Make - Velux manual venting, deck mounted skylights with low profile  
Model: VS C06  
Inside Finished Dimensions - 19.5 x 44.25  
Outside Dimensions - 21.5 x 46.75

On Wed, Aug 19, 2015 at 12:41 PM, Suhan, Allison (CI-StPaul) <[allison.suhan@ci.stpaul.mn.us](mailto:allison.suhan@ci.stpaul.mn.us)> wrote:

Hi Chris,

If we receive the information below by tomorrow, then you would be scheduled for the September 10 meeting.

Best,

Allison



**Allison Suhan**

*Historic Preservation Planner*

Planning and Economic Development  
1400 City Hall Annex, 25 West Fourth Street  
Saint Paul, MN 55102

P: [651.266.6643](tel:651.266.6643)

[allison.suhan@ci.stpaul.mn.us](mailto:allison.suhan@ci.stpaul.mn.us)

**From:** Chris Anderson [mailto:[chrisa@lesjonesroofing.com](mailto:chrisa@lesjonesroofing.com)]  
**Sent:** Wednesday, August 19, 2015 9:04 AM  
**To:** Suhan, Allison (CI-StPaul)  
**Subject:** Re: 302 Summit- Skylights

Hello Allison,

DO you know when the hearing will be?

Thank you

On Fri, Aug 14, 2015 at 4:58 PM, Suhan, Allison (CI-StPaul) <[allison.suhan@ci.stpaul.mn.us](mailto:allison.suhan@ci.stpaul.mn.us)> wrote:

Hello Chris,

In order to consider your application complete and to be scheduled for a public hearing, we still need dimensions of the proposed skylights as well as the make, model, and finish of the skylights. Please provide this information no later than August 20.

Please note that Sec. 74.64(d)(3) of the Legislative Code states: The original roof type, slope and overhangs should be preserved. New dormers may be acceptable in some cases if compatible with the original design. Modern skylights are a simple way to alter a roof to admit light and air without disrupting its plane surface, are less noticeable than dormers, and may also be acceptable. Skylights should be flat and as close to the roof plane as possible. **They should not be placed on the front roof planes.**

Feel free to contact me with any questions.



**Allison Suhan**  
*Historic Preservation Planner*



Skylight A - East







Skylight B - west



Additional  
Skylight

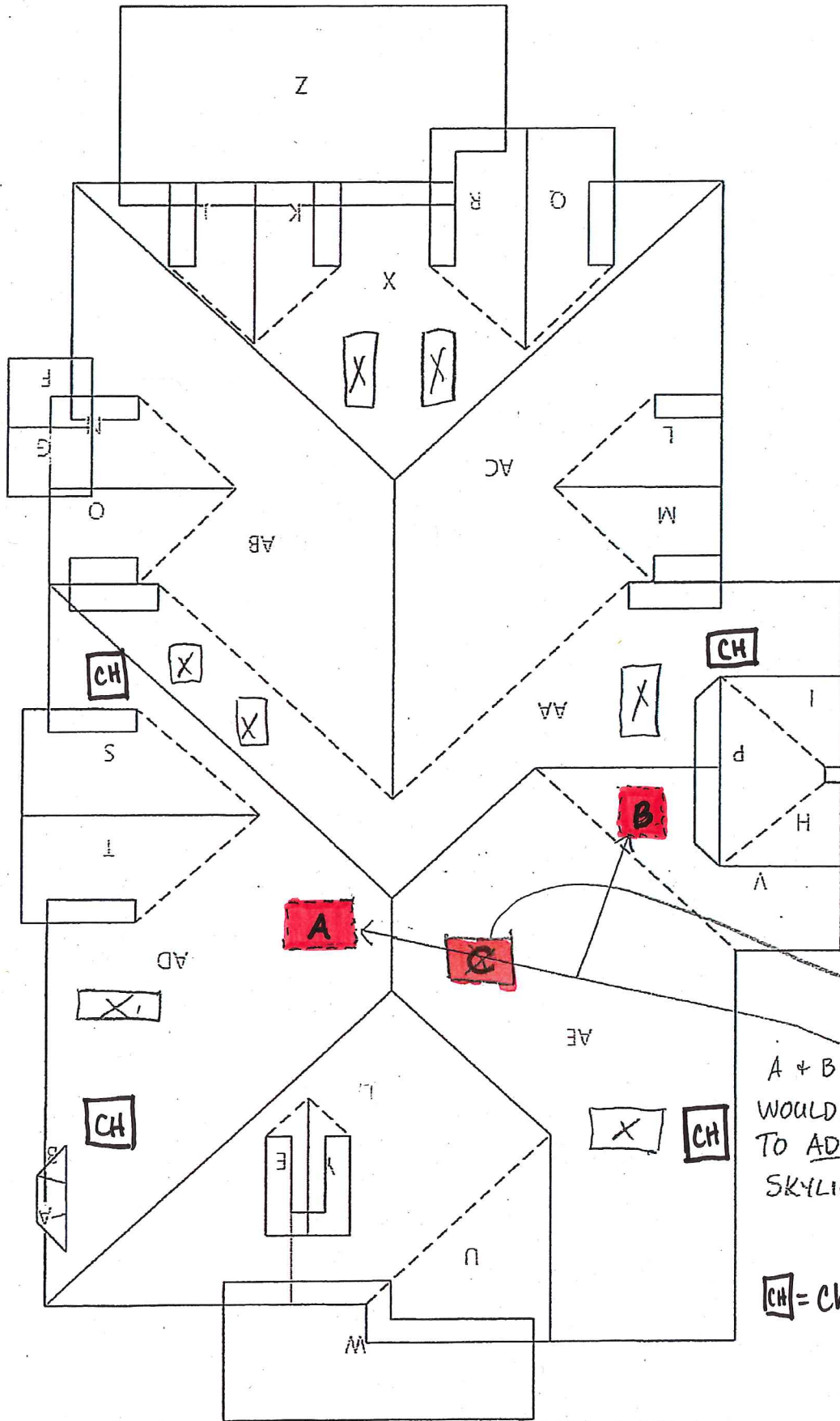
Also  
Velux.  
VS-C06.

West facing  
roof plain





# Roof Plan



Newly requested skylight:  
2/20/15

A + B =  
WOULD LIKE  
TO ADD A  
SKYLIGHT.

**CH** = Chimney

FRONT OF 302 SUMMIT AVE.

# VS | Manual venting deck mounted skylights



- Package includes the operator hook and insect screen.
- Pre-installed Pick & Click™ brackets for blinds.
- Optional VELUX control rods available for out-of-reach manual operation.
- Optional smooth turning handle for within-reach installation.



New size code (Old size code)		C01 (101)	C04 (104)	C06 (106)	C08 (108)	M04 (304)	M06 (306)	M08 (308)	S01 (601)	S06 (606)	
Outside frame (W" x H")		21 1/2 x 27 3/8	21 1/2 x 38 1/8	21 1/2 x 46 1/8	21 1/2 x 54 3/8	30 3/8 x 38 3/8	30 3/8 x 46 3/8	30 3/8 x 54 3/8	44 1/4 x 27 3/8	44 1/4 x 46 3/8	
Rough opening/Finished frame (W" x H")		21 x 26 7/8	21 x 37 7/8	21 x 45 7/8	21 x 54 7/8	30 1/8 x 37 7/8	30 1/8 x 45 7/8	30 1/8 x 54 7/8	44 1/4 x 26 7/8	44 1/4 x 45 7/8	
Glazing/Claddings	Model number	Variant	⊥	⊥	⊥	⊥	⊥	⊥	⊥	⊥	Delivery
VS Tempered/Aluminum	VS	2005	●	●	●	●	●	●	●	●	S
VS Laminated/Aluminum	VS	2004	●	●	●	●	●	●	●	●	S
VS Laminated/Aluminum Stain grade wood	VS	0004	●	●	●	●	●	●	●	●	N
VS Laminated/Copper	VS	2104	●	●	●	●	●	●	●	●	N
VS Impact/Aluminum	VS	2006	Call	●	●	●	●	●	●	●	N
VS Snowload/Aluminum	VS	2010	Call	●	●	●	●	●	●	●	A
Flashing systems	Model number		⊥	⊥	⊥	⊥	⊥	⊥	⊥	⊥	Delivery
<i>The flashings below are only to be used with the No Leak Skylight manufactured after 01/01/2010. Call for other model flashing options.</i>											
Step flashing with adhesive underlayment	EDL 0000B		●	●	●	●	●	●	●	●	S
Copper step flashing for copper cladding only	EDL 0100B		●	●	●	●	●	●	●	●	N
Additional step flashing	ZZZ 200 0000		●	●	●	●	●	●	●	●	S
Biepack flashing	ECB 0000		●	●	●	●	●	●	●	●	S
High profile flashing with adhesive underlayment	EDW 0000A		●	●	●	●	●	●	●	●	S
Metal roof flashing with adhesive underlayment	EDM 0000B		●	●	●	●	●	●	●	●	S
Adhesive skylight underlayment	ZOZ 216		●	●	●	●	●	●	●	●	S
Blinds	Model number		⊥	⊥	⊥	⊥	⊥	⊥	⊥	⊥	Delivery
Solar blackout blinds	DSH 1025		●	●	●	N/A	●	●	●	●	S
Solar roller blinds	RSH 1028		●	●	●	N/A	●	●	●	●	S

Optional accessories	Model number	⊥	Delivery
6' - 10' Manual telescopic rod	ZCT 300	●	S
6' - 10' Motorized telescopic rod	ZMT 300	●	S
3' Extension to ZCT 300 and ZMT 300	ZCT 100	●	S
Crank handle	ZZZ 201	●	S
Replacement hook for VS	ZZZ 202	●	S
Angle adaptor for chain operator	ZZZ 203	●	S
Extension for chain operator	ZZZ 208	●	S
Skylight trim kit	ZZZ 213	●	T
Structural brackets kit	ZZZ 219	●	S

**New**  
Includes No Leak  
Warranty

For complete information visit  
[www.thenoleaskylight.com](http://www.thenoleaskylight.com)

VS