Historical Architectural Review Board
COA Preliminary Review Sheet

HDC-2025-00091
Address: 231 N Fulton Street
District: West Park Historic District
Owner: David and Marina Martinz Proano-Lopez
Applicant: Sheldon Hertzler
Proposal: Legalize the installation of a Multi-Zone Mini split system slim duct and units along Emmett Street.

Building Description: This 3-story brick row house, ca 1907 is a Colonial Revival. The mansard roof has asphalt shingles and a single dormer with 1/1 sash window with gable roof and aluminum siding. The 2nd floor has two 1/1 sash windows with brick lintels and dentilated brick cornice; all wood covered with aluminum. The 1st floor has a picture window, brick lintel, a single glazed door with projecting moldings and screen door. The wood porch has wrought iron columns, railing, and concrete steps with wrought iron railing. There is a boarded up basement window and a garage at the rear.

Project Description: The applicant is reapplying for a permit and will be redesigning the system previously installed in May 2025 to make the equipment less visible and move the outside units to the roof so they are not mounted to the side of the house. The proposal includes brick repair and painting the Slimduct to match the brick.

Previous Condition, before installation (Applicant)

Current Condition, after installation (Applicant)

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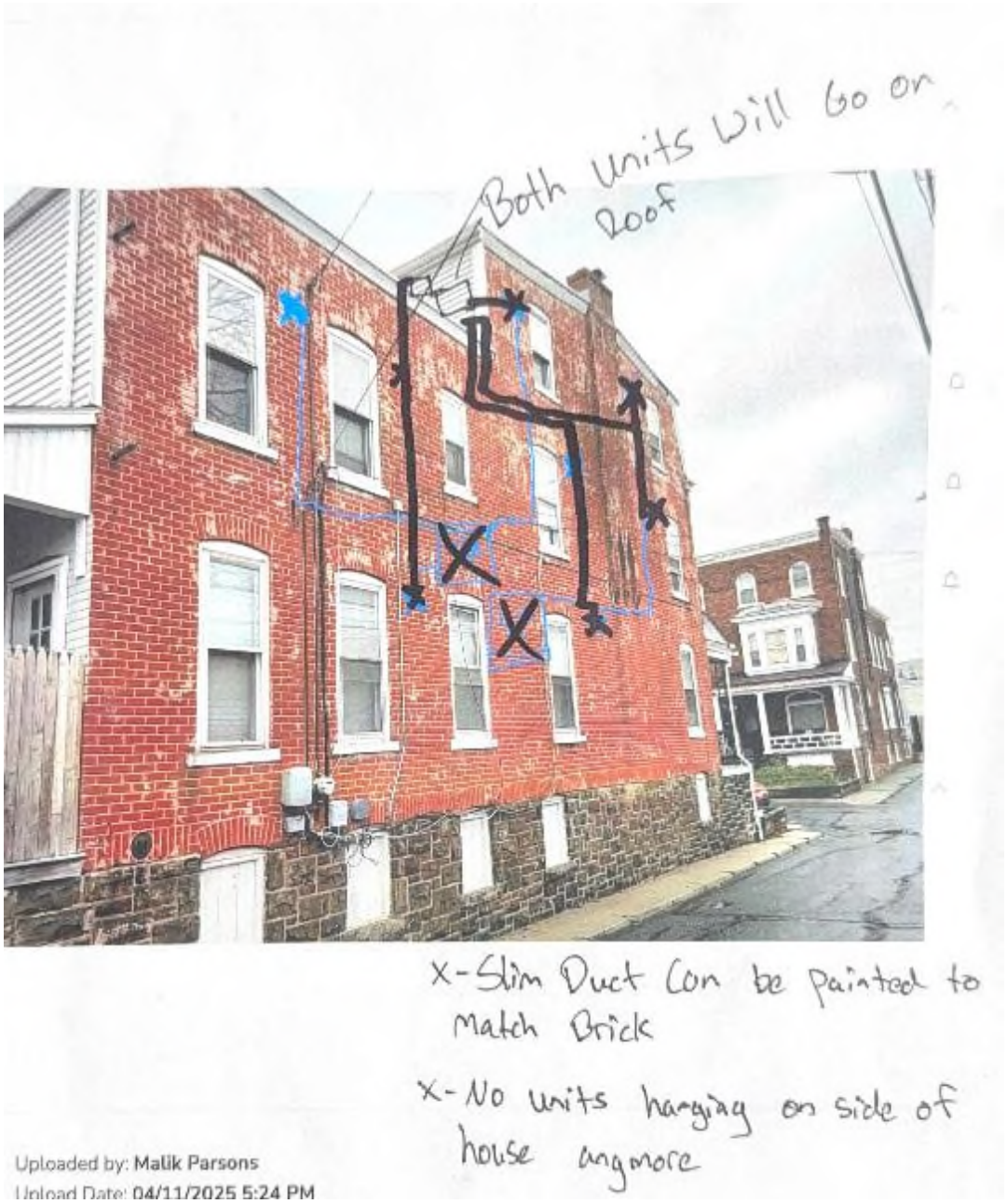
Current condition (Applicant)

Proposed modifications to installed system (Applicant)



Proposed modifications to installed system (Applicant)

Applicable Guidelines:

Section 3.8 – Mechanical and Utility Equipment

3.8.1 Limit the number of roof and wall penetrations when designing and installing new HVAC systems. Penetrations, whether located on a roof or exterior wall, increase the risk of water infiltration and damage to the building envelope. Properly flash and waterproof all penetrations.

3.8.2 Place rooftop mechanical units away from the primary façade and views from the public right-of-way. Minimize the visibility of the entire system to the greatest extent possible. Conceal units behind existing roof features such as rear roof slopes or chimneys without causing damage to historic fabric. Select small and low-profile units for mechanical

equipment that must be placed on the roof, if possible. Keep the height of dunnage beams (to support the mechanical units) low and no more than 8-12 inches above the roof surface.

3.8.3 Avoid altering roof shapes or configurations or slope pitches to accommodate roof-mounted equipment. This includes altering or removing roof features such as chimneys or dormers. Mechanical systems should be designed around the existing roof.

3.8.4 For mini-split or wall-mounted systems, place wall-penetrating units on rear or non-visible facades. Place units at grade adjacent to rear or non-visible facades.

3.8.5 Screen mechanical units at grade with landscaping features or historically appropriate fencing if units cannot be placed out of view from the street.

Observations & Comments: This application follows the denial of the legalization of the mini-split installation at the October 6, 2025, HARB meeting. The current HVAC system is installed on the exterior wall of a corner building, along Emmett Street. Two units are mounted on the wall near the top of first floor windows and various equipment lines are routed across the wall surface.

The applicant's proposed modifications indicate that the wall-mounted units would be located on the roof. This is a more appropriate approach to locating the units. Further discussion with the applicant will be helpful to determine if it is feasible for the units to be set back from the roof edge so that they are not visible from a public right-of-way.

The current Slimduct lines are white and highly visible on the exterior. The applicant's proposal to paint the Slimduct to match the exterior brick is appropriate to make these elements more inconspicuous and blend in. The proposed work includes brick repair. More information would be helpful to understand the intent, location, and materials used in brick repair.

Staff Recommendation: More information would be helpful to understand the scope of the brick repair. Regarding the mechanical system reconfiguration, staff recommend approving the application with the following conditions:

- The roof-mounted mechanical units are set back from the roof edge so that they are not visible from a public right-of-way.
- Brick repair is performed so that any units and mortar match the existing in dimension, materiality, texture, pattern, and color.

Presenters:

- Amy Baade presented the application.
- Andrew P. Represented the application.

Discussion:

The applicant stated that the outdoor units would be placed on the roof. They would collect dust from the brick when rerouting happens, and use that in the mix for repairs. Mr. Knee asked how the Slimduct would be routed horizontally over the chimney. The applicant stated that there are slim 90 degree transitions that would be used to navigate around the chimney. Mr. Knee asked if there were alternative options for the large horizontal duct that crosses over the chimney; the applicant stated that it could be routed vertically to the roof, and then follow the roofline to the rooftop mechanical unit, therefore avoiding crossing over the chimney on the face of the wall. Mr. Knee stated that routing the duct in that manner would be appropriate.

Action:

Mr. Hart moved to approve, with conditions, the application presented on 11/3/2025 for the reconfiguration of the mini-split system installation at 321 N. Fulton Street with the following conditions agreed to by the applicant:

- The roof-mounted mechanical units are set back from the roof edge so that they are not visible from a public right-of-way; minimum 5'

- Brick repair is performed so that any units and mortar match the existing in dimension, materiality, texture, pattern, and color. This would be sent to staff for approval.
- As demonstrated in submitted photos and in discussion, all Slimduct lines would be routed vertically to avoid major horizontal runs.

Mr. Hart found compliance with the following section of the Guidelines for Historic Districts: Chapter 3, Section 3.8 – Mechanical and Utility Equipment and found no circumstances unique to the property.

Mr. Hammond seconded the motion, which carried with unanimous support and no abstention.