



# **Enid Preservation Plan**

**Enid, Oklahoma  
September 2011**

**Prepared by  
Leider & Associates  
Stillwater, Oklahoma**

**Cover Photo:**  
PDQ Printing Company Office Building (121 E. Broadway) - Enid, OK  
Furnished By John Merz

# **Enid Preservation Plan**

## Enid, Oklahoma

City of Enid  
Historic Preservation Commission

by

**Leider & Associates**  
Dr. Charles Leider, Principal  
Andrew M. Loverude, Associate  
Stillwater, Oklahoma

September 2011

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# Introduction



# **City of Enid**

## **Mayor and Board of Commissioners**

Mayor - John Criner

City Commissioners:

- Ward 1 – James Crabbs
- Ward 2 – Don Rose
- Ward 3 – Lewis Blackburn
- Ward 4 – Drew Ritchie
- Ward 5 – Larry Brummal
- Ward 6 – Todd Ging

## **City Manager and Community Development Staff**

City Manager – Eric Benson

Planning Administrator – Chris Bauer

Certified Local Government Representative – Karla Ruther

## **Historic Preservation Commission**

- Waverley Historic District Representative – Donald L. Marquardt, Chairman
- Registered Architect – John Merz, Vice Chairman
- Attorney - Reagan D. Allen
- Historian - Dan Wolever
- Licensed Real Estate Broker - Phil Edwards
- Metropolitan Area Planning Commission Representative – Roy Rainey
- Kenwood Historic District Representative – Becky Cummings

## **Metropolitan Area Planning Commission (MAPC)**

MAPC Commissioners:

- John Cromwell, Chairman
- Marvin Kusik, Vice Chairman
- Aaron Brownlee
- Robert Emery
- John Hodgden
- David Keck
- Roy Rainey
- Craig Riffel
- Richard Wuerflein

## **Acknowledgement**

- The base map used in this Plan was furnished by the City of Enid

## **A Message from the Historic Preservation Commission**

It is our great pleasure to present to you the first edition of the Enid Preservation Plan. The plan was developed through a collaborative effort with our City's preservation community, and we extend our appreciation to everyone who participated in the process. The Enid Preservation Plan will guide our joint efforts to build on past accomplishments as we meet the preservation opportunities and challenges of today and tomorrow.

Since its creation in 1984, the Historic Preservation Commission has worked steadily to identify and protect the historic resources within our city. Through your contributions, the City of Enid has been able to establish two local historic districts, gain National Register of Historic Places recognition for 11 individual properties and four historic districts, and obtain *Preserve America* community status for our city.

The Enid Preservation Plan will help us build on our past successes to ensure that our City's preservation program continues to develop and benefit all the citizens of Enid. The goals, objectives, and activities set forth in the first edition of the Enid Preservation Plan provide the framework for this important work.

The Historic Preservation Commission invites you to join them in continuing to build a strong City-wide preservation program by contributing to the accomplishment of Enid's preservation goals and objectives which are set forth in this Plan.

We invite you to attend Historic Preservation Commission meetings. The meetings are held at the City of Enid's Administrative Building (401 W. Owen K. Garriott Road) at 4 p.m. on the first Thursday of each month. The City of Enid Community Development Department is available to assist you with your preservation questions and to hear your preservation ideas.

Donald L. Marquardt  
Chair, Historic Preservation Commission



## **Executive Summary**

Enid's historic resources are among the City's most valuable assets, and every resident of Enid has a role to play in the preservation of these resources. The Historic Preservation Commission, with the assistance of the Community Development Department, is responsible for coordinating the development and implementation of the Plan. The plan identifies goals and activities which will help protect Enid's rich heritage.

After a series of public meetings and evaluation of the data from a variety of sources, the Historic Preservation Commission established seven broad goals to further preservation efforts throughout the City of Enid.

- Goal 1: To identify, evaluate, and designate Enid's significant historic properties.
- Goal 2: To protect Enid's significant historic properties.
- Goal 3: To provide incentives for the preservation of Enid's historic properties.
- Goal 4: To incorporate consideration of Enid's historic properties in public and private decision-making.
- Goal 5: To increase public awareness of Enid's historic properties and their importance to the community's economic development and quality of life.
- Goal 6: To provide educational and training opportunities for local government officials, preservation professionals, and citizens involved in the preservation of Enid's historic properties.
- Goal 7: To expand Enid's public and private preservation partnerships for the protection of the community's historic properties.

A successful City-wide historic preservation program offers important economic, social, and educational benefits for all the citizens of Enid. No one entity is solely responsible for protecting Enid's irreplaceable historic resources nor does it have the manpower or financial capability to take advantage of the opportunities or to meet the challenges of preservation of Enid's heritage over the years. Working together, we can ensure the next generation's legacy is as rich as the one that we have inherited.

## **Compliance and Authorizations**

### **Acknowledgement of Federal Support**

The activity that is the subject of this publication has been financed in part with federal funds from the United States Department of the Interior, National Parks Service. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendations by the Department of the Interior.

### **Nondiscrimination Statement**

This program receives federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to:

Office of Equal Opportunity  
National Park Service  
1849 C Street, N.W.  
Washington, D.C. 20240

### **Statement of State Historic Preservation Office (SHPO) Certified Local Government Compliance**

The Enid Preservation Plan was prepared to meet the Certified Local Government Program requirements for a “comprehensive, community-wide survey and planning document.” Specifically, the plan includes the organization of existing survey data; the establishment of priorities for new surveys; and the inventory and establishment of local historic preservation goals, objectives, and planning priorities.

## **Purpose, Background and Function of the Plan**

The City of Enid recognizes the importance of historic landmarks and districts that represent its heritage. The City developed the Enid Preservation Plan to guide its planning decisions and its citizens in their many efforts to protect that heritage. On June 25, 1985, the City of Enid received Certified Local Government (CLG) status to help strengthen its local preservation program. The State Historic Preservation Office administers the CLG program in accordance with the U. S. Department of the Interior's regulations and requires that each CLG develop its local preservation plan consistent with *Tomorrow's Legacy: Oklahoma's Statewide Preservation Plan*. The U.S. Department of the Interior also requires that each Preservation Plan be consistent with the Secretary of the Interior's Standards for Preservation Planning and must include the following principles:

- Important historic properties cannot be replaced if they are destroyed. Preservation planning provides for conservative use of these properties, preserving them in place and avoiding harm when possible, and altering or destroying properties only when necessary.
- If planning for the preservation of historic properties is to have positive effects, it must begin before the identification of all significant properties has been completed. To make responsible decisions about historic properties, existing information must be used to the maximum extent and new information must be acquired as needed.
- Preservation planning includes public participation. The planning process should provide a forum for open discussion of preservation issues. Public involvement is most meaningful when it is used to assist in defining values of properties and preservation planning issues, rather than when it is limited to review of decisions already made. Early and continuing public participation is essential to the broad acceptance of preservation planning decisions.

The planning framework and contents of the Enid Preservation Plan (Plan) were developed by the City of Enid Community Development Department and the Historic Preservation Commission (HPC) with the assistance of a planning consultant. An inspection of the downtown, neighborhoods, and other historic resources was conducted. The Metropolitan Area Comprehensive Plan; *Tomorrow's Legacy: Oklahoma's Statewide Preservation Plan (2010)*; the Historic Preservation Ordinance; various planning, preservation and Main Street Enid (MSE) documents; historic photographs; surveys and maps were selected and studied to provide the contextual basis for the Enid Preservation Plan.

The planning process was initiated by developing a fast track meeting schedule on March 30, 2010. The schedule called for the consultant to develop draft sections of the Plan and appendices in consultation with the HPC, the City Staff, the public, and to complete a preliminary draft for the State Historic Preservation Office to review by July 1, 2010. The draft working papers were prepared and presented at bimonthly meetings to HPC, City Staff, and the public through the City's website and articles in the local newspaper for review. All comments that have been received throughout this process have been incorporated into an overall Draft Plan and Appendices for review by the HPC and the City Staff before submitting the Draft Plan to the SHPO. Following SHPO's review, the draft plan was revised and submitted to the HPC and the

City staff for review and approval before developing the Preliminary Plan. A public hearing will be held and notices will be sent to the appropriate City agencies and the general public to allow for anyone to make comments on the Preliminary Plan before adoption. A hearing will be held in the near future, and attendees will be provided copies of the Preliminary Preservation Plan. Comments from all future public meetings will be considered by the Historic Preservation Commission for incorporation into the final Preservation Plan. The final Preservation Plan will contain the historic preservation goals and objectives for the City of Enid and the Historic Preservation Commission that have been developed throughout the development of this Plan. After these hearings, the Enid Preservation Plan will be revised and sent to the Metropolitan Area Planning Commission (MAPC) and to the Mayor and Board of Commissioners for additional public hearings, approval, and adoption.

The Preservation Plan will:

- Discuss the City of Enid’s current Historic Preservation Program.
- Evaluate properties for potential designation under the local ordinance.
- Establish historic preservation goals and objectives for the City of Enid.
- Provide a glossary of terms for better understanding of historic preservation and the terms used within this Plan.
- Identify existing historic resources requiring further review for National Register of Historic Places nominations; as well as, depicting common architectural styles found in the community.
- Provide a copy of Historic Preservation Zoning Ordinance Regulations for reference purposes.

This document is organized in several sections for easy reference:

- Introduction – provides information on the purpose, background, and function of the Plan.
- Basis for the Enid Preservation Plan - provides a historic overview of the community; its preservation program; and its preservation goals, objectives, policies, and procedures.
- Appendices – provides an inventory and analysis of the City’s historic resources, which are potentially eligible for listing on the National Register of Historic Places; as well as providing illustrations of common architectural styles found in the community and maps and figures to provide a visual identifier of all historic properties.

The official Enid Preservation Plan will use both digital and loose-leaf book format to facilitate revisions, updating, and reproduction of individual pages or sections for reference.

Changes to ordinances, policies, procedures, and historic resources referenced herein, may occur from time to time. The Plan is designed to follow these changes with the applicable page or section revisions. Each page will have a date showing when the page was incorporated into the document. Outdated material should be removed and placed in an appendix to document the progress of decisions and changes to the Plan.

# **Basis for Enid Preservation Plan**



## **City of Enid's Preservation History**

### ***Brief Historical Overview of Enid<sup>1</sup>***

The City of Enid owes its roots to the railroad. Prior to the 1893 land run, the Rock Island Railroad line established a station in what is now recognized as North Enid. The rail depot was originally named Skeleton Station; however, according to historian Gary L. Brown, it was Rock Island Rail's Vice President, M.A. Low, that renamed the depot Enid.

Shortly after the land run a second development was plotted roughly 3 miles south of the Rock Island Rail Depot in what is now Enid. At the time both settlements recognized themselves as the official Enid since the southern settlement housed the post office and the northern settlement housed the train station. A battle between the two communities began after the Rock Island Railroad refused to stop in the southern settlement. The issue was finally resolved when President Cleveland signed into law an Act requiring rail service in the county seat. The south development was officially designated the county seat and thereby officially designated as Enid. Once the northern development received its own post office it was then designated North Enid<sup>2</sup>.

Originally, the City of Enid was developed as a land-run community. The natural springs located at Government Springs Park served as a water source for cattle drives along the Chisholm Trail from Texas to Kansas. With the help of the natural springs of Government Springs Park and the natural water source of Boggy Creek farms began to develop throughout Enid after the land run and many of the farms that were developed in the early days of Enid still exist today within the city limits. As the farms in the area grew Terminal Grain Elevators were built to house the wheat, alfalfa and other crops grown on these farms. Due to the high yields in the area these Terminal Grain Elevators were built as some of the largest in the world. While farming continued to boom in the area, oil was later discovered further spurring the growth of the city and surrounding areas.

In 1941 construction of Vance Air Force Base (AFB) began in the City of Enid. A result of the 84 group expansion plan passed by Congress, Vance AFB was one of 20 Army/Air Force Undergraduate Pilot Training Bases constructed that year. Realizing the economic benefits of a military base near Enid, a bond issue was conducted to raise funds to run basic utilities to the new base, which passed with an overwhelming majority. Currently Enid and Vance Air Force Base (AFB) are the proud home to the 71<sup>st</sup> Flying Training Wing; and to aircraft such as the T-6 Texan II, T-38 Talon and T-1 Jayhawk<sup>3</sup>.

While Enid remains one of the largest communities in Oklahoma and the county seat for Garfield County, the City has also been receiving a great deal of national press coverage for the many benefits the community has to offer. Enid was recently named one of the top 200 towns for sportsmen in "Outdoor Life". The National Policy Research Council in 2007 listed Enid in the Top 20 for small metro areas in attracting business. The City of Enid has also had the honor of

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<sup>1</sup> Enid Metropolitan Area Comprehensive Plan (2000-2025) – April 2005

<sup>2</sup> NPS Form 10-900 – National Register of Historic Places Continuation Sheet Kenwood Historic District

<sup>3</sup> <http://www.vance.af.mil/library/factsheets/factsheet.asp?id=606>

being recognized in American Bungalow, Southern Living, True West, and Oklahoma Today magazines, among others, for its many assets<sup>4</sup>.

Currently Enid is seeing a shift in its population center, moving from its East and Central sections, to newer developments on the Northwest side of the community. This shift has been a gradual shift that has been occurring for many years within the City. The average age of the population in Enid, according to the 2008 American Community Survey, was 37 years, with 11.9% of the population being of a minority<sup>5</sup>. According to the Metropolitan Area Planning Comprehensive Plan population forecast, Enid's population is projected to be at 52,000 by the year 2025.

The future remains bright for Enid with various growth potentials, exciting new businesses and the entrepreneurial spirit that guides Enid. Among the various other industries within the city limits, the City of Enid and the Enid Regional Development Alliance is also looking at a future that includes wind energy. Recently Enid was home to the Enid Wind Energy Forum which brought in attendees from across the region. Enid is truly a dynamic city with a rich heritage and bright future.

### ***History of Enid's Preservation Program***

Early in the 1980's it became apparent to the citizens of Enid that a threat existed to their historic resources, primarily in the historic downtown area. Concern initially arose from the construction of the new Conference Center in downtown Enid. Citizens feared they would lose more historic resources as new businesses came in to "modernize" the area. In response, a group of citizens came together calling themselves the Heritage League. This group became highly involved in the Convention Center design as they worked to include existing historic resources into the overall proposal.

The Heritage League eventually began to promote the preservation of historic resources outside of the downtown district, developing a goal of "preserving individual buildings of historical significance in a 'Village' of such buildings." With encouragement from the Heritage League, the Mayor and Board of Commissioners passed an ordinance that provided for the creation of a Historic Preservation Commission and the designation of Historic Districts. The Historic Preservation Commission was charged with the tasks of; designating districts, creating legislation, and insuring integrity of the districts. The first Historic Preservation Commission in Enid was appointed in April of 1984, and on July 25, 1985 the City of Enid received Certified Local Government (CLG) status which has led to the further development of local preservation programs. The City of Enid then designated the Kenwood Historic District<sup>6</sup> and Waverley Historic District<sup>7</sup> local historic preservation districts under the ordinance on July 1, 1986<sup>8</sup>. With the support from the SHPO the Historic Preservation Commission has completed numerous surveys and National Register projects within the community.

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<sup>4</sup> <http://www.enidbuzz.com/enidhistory.html>

<sup>5</sup> US Census Bureau, American Community Survey 2008

<sup>6</sup> Design Guidelines for the Kenwood Historic District – September 1994

<sup>7</sup> Design Guidelines for the Waverley Historic District – September 1994

<sup>8</sup> City of Enid Ordinance, HP Historic Preservation District, Article B, Paragraph 11-10B

The preservation and revitalization movement in Enid continued well into the 1990's, when in 1994, a group of local businessmen sought to revitalize downtown Enid. A board was created to manage this task that included local business owners, city personnel and planners, as well as industry representatives. This board became the first Main Street Enid Board of Directors<sup>9</sup>.

With the help of the Heritage League, Main Street Enid, and the Historic Preservation Commission the City of Enid is now home to four (4) historic districts and eleven (11) individual properties listed in the National Register of Historic Places. Kenwood Historic District and Waverley Historic District both have the honor of being listed in the National Register of Historic Places and also being designated as a City of Enid local historic district. The City of Enid was also recently bestowed the honor of being designated a "Preserve America" community in March of 2009.

Over the years the Historic Preservation Commission has been able to accomplish a wide range of tasks to help preserve and protect the historic resources of Enid. Literature has been created to inform the citizenry and various surveys have been done over areas of the City. These surveys include the Downtown and Warehouse District, Southern Heights and East Park Neighborhoods, Waverley and Kenwood Neighborhoods, Buena Vista Heights Neighborhood, McKinley Neighborhood, East Hill Neighborhood, Weatherly Neighborhood, and Kisner Heights Neighborhood. The HPC has also completed Design Guidelines for both the Waverley and Kenwood neighborhoods. There are more goals and objectives that the HPC plans to accomplish in the future in order to continue the preservation of all historic resources.

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<sup>9</sup> Main Street Enid Organization History – Courtesy of Lindy Chambers



## **National Register Properties and Historic Preservation Ordinance**

The City of Enid's "Certification Agreement" with the SHPO documents the City's Certified Local Government (CLG)<sup>10</sup> status. The City maintains a survey and inventory of its historic properties consistent with the State Historic Preservation Office's (SHPO) system and insures that the data was compiled in accordance with the Secretary of the Interior's Standards and Guidelines for Identification and Evaluation. Any future National Register of Historic Places nominations and surveys will be completed using these guidelines. The City is eligible to receive matching funds each year from the SHPO to support these and other historic preservation activities.

### ***Historic Resources***

The City of Enid has four (4) historic districts listed in the National Register of Historic Places and each district enjoys the protection afforded them. The historic districts and their designation dates include:

- Kenwood Historic District – December 6, 2004
- Waverley Historic District – December 6, 2006
- Downtown Historic District – December 12, 2007
- Terminal Grain Elevators Historic District – April 20, 2009

The City of Enid has eleven (11) individual properties listed in the National Register of Historic Places and each property enjoys the protection afforded them. The individual properties and their designation dates include:

- Broadway Tower (114 E Broadway) – November 14, 1985
- H. H. Champlin House (612 S Tyler) – January 21, 1993
- T. T. Eason Mansion (1305 W Broadway) – March 24, 1987
- Enid Armory (6<sup>th</sup> & Elm) – September 8, 1988
- Enid Cemetery & Calvary Catholic Cemetery (200 W Willow) – March 21, 1996
- Garfield County Courthouse (100 W Broadway) – August 23, 1984
- Jackson School (415 E Illinois) – July 19, 1989
- H. L. Kaufman House (1708 W Maine) – December 12, 1985 (Demolished 2005)
- Lamerton House (1420 W Indian Dr) – June 20, 1997
- McCristy-Knox Mansion (1323 W Broadway) – March 24, 1987
- Rock Island Depot (200 Owen K Garriott Road) – July 18, 1979

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<sup>10</sup> *Oklahoma's National Register Handbook* which is available on the SHPO's website:  
<http://www.okhistory.org/shpo/shpom.htm>

### ***Threats to Enid's Historic Resources***

Despite a strong local preservation effort, many of Enid's historic properties remain threatened, which can provide preservation opportunities for Enid. The various goals and objectives of the Enid Preservation Plan will help to guide Enid's preservation community and City government as they address these issues.

One issue that continues to threaten the City of Enid's historic resources is that an uninformed citizenry is always a threat to historic resources. In Enid, while much has been accomplished through an active Historic Preservation Commission, there is a need to inform the public of the benefits and values of preserving historic properties. To increase participation and a sense of ownership in Enid's preservation program, preservationists must intensify efforts to distribute accurate and useful information to the widest possible audience. Developers, realtors, residents, property owners, city officials, and civic leaders must come to share the view that historic preservation is a powerful tool for community stabilization, revitalization, and economic growth. In addition, they must all have a basic understanding of the appropriate methods used in restoring historic properties and ready access to the information and services they need to do the job correctly.

There is a protective ordinance in place, the Historic Preservation Ordinance, which is used for the protection of historic resources within the City of Enid. The Historic Preservation Ordinance and the overseeing Historic Preservation Commission are tasked with the duty of identification and designation of historic properties, the design review, and recommendation of exterior changes or modifications to historical properties within the Historic Districts, as well as other activities meant to promote historical resources. Educating the public on the use of federal and state tax incentives for the adaptive reuse of historic buildings may help to preserve many historic buildings within the city limits. Enid's preservation community needs to work together to insure that historic resources are identified and appropriate protection mechanisms are extended to them before resources are threatened.

Based upon these identified threats, the Historic Preservation Commission has developed the following sets of goals and objectives for the current and future commissions to use for the protection of the City's historic resources.

## **Goals and Objectives for Enid's Historic Preservation Program**

***Goal 1: To identify, evaluate, and designate Enid's significant historic properties.***

### **OBJECTIVES:**

1. Conduct surveys, consistent with the State Historic Preservation Office's (SHPO) requirements, to identify and document historic properties that represent Enid's development and the heritage of all its citizens and share such survey data with the SHPO for inclusion in the Oklahoma Landmarks Inventory.
2. Establish a schedule and process for the review and update of existing surveys of Enid's historic properties.
3. Designate significant historic properties as districts and landmarks under the Historic Preservation Ordinance.
4. Propose nominations for individual historic properties and districts to the National Register of Historic Places.
5. Encourage and assist property owners to prepare nominations for the National Register of Historic Places.
6. Participate in the review and comment on National Register of Historic Places nominations in accordance with requirements of the Certified Local Governments Program.

***Goal 2: To protect Enid's significant historic properties.***

### **OBJECTIVES:**

1. Review the City of Enid Historic Preservation Ordinance at least every five years and revise it as needed.
2. Review the City of Enid's historic district design guidelines at least every five years and revise them as appropriate.
3. Develop an annual Enid Preservation Opportunities Program to identify the most endangered historic places within the City of Enid.
4. Inform the Mayor and Board of Commissioners and the public about threats to historic properties and possible ways to eliminate or reduce the threats.
5. Develop a plan for protection of historic properties following natural or man-made disasters.
6. Encourage the adaptive reuse of historic buildings.

***Goal 3: To provide incentives for the preservation of Enid's significant historic properties.***

### **OBJECTIVES:**

1. Encourage property owners to utilize federal and state tax credits in the rehabilitation of income-producing properties.
2. Implement an annual City of Enid Preservation Awards Program to recognize accomplishments in the preservation of community heritage.

3. Identify and nominate Enid projects for consideration in the SHPO's annual awards program.
4. Encourage lending institutions to establish revolving loan programs for rehabilitation/restoration projects.
5. Establish mechanisms under provisions of Oklahoma's Local Development Act to stimulate rehabilitation of Enid's historic properties.

***Goal 4: To incorporate consideration of Enid's significant historic properties in public and private decision-making processes.***

**OBJECTIVES:**

1. Report the challenges, accomplishments and needs of Enid's Historic Preservation Program to City staff on a regular basis.
2. Adopt the Enid Historic Preservation Plan as a supplement to the Enid Metropolitan Comprehensive Area Plan.
3. Update the Enid Historic Preservation Plan in accordance with the process set forth in the Plan and update as needed.
4. Support the planning efforts for revitalization of the Randolph/Broadway/Maine Corridor (from University west to Cleveland) by providing input about how to maximize benefits for the Downtown Historic District and Waverley Historic District.

***Goal 5: To increase public awareness of Enid's significant historic properties and their importance to the community's economic development and quality of life.***

**OBJECTIVES:**

1. Develop strategies to expand promotion of Enid's heritage assets through its *Preserve America* community designation.
2. Develop and distribute driving and walking tour brochures for Enid's historic districts and landmarks.
3. Work with City staff to include significant historic sites and local historic districts as stopping points on the City's bike and walking trails.
4. Develop appropriate signage to identify historic district boundaries, historic markers/plaques for landmarks, and way-finding devices for visitors.
5. Develop and distribute accurate information about the economic impacts of historic preservation on Enid's development.
6. Provide information to the public about the importance of incorporating historic preservation for a "green" and sustainable community.
7. Create a Historic Preservation Commission section on the City of Enid's website to share information about the City's local preservation program and about issues of general interest on state and national preservation programs.
8. Create a Historic Preservation Commission Facebook page.
9. Provide programs for the Enid Public Schools about local heritage and the importance of preservation.
10. Develop and implement a program for National Preservation Month (May).
11. Host regular "Community Talk Programs" on PEGASYS TV, the City's local access channel, to inform the public about Enid's Historic Preservation Program.

12. Write regular articles for the “Homes Section” in the Enid News & Eagle to publicize historic homes in Enid.
13. Co-sponsor regular brown bag lectures relating to the City of Enid’s Historic Resources with the Enid Regional Heritage Center.

***Goal 6: To provide educational and training opportunities for local government officials, preservation professionals, and citizens involved in the preservation of Enid’s historic properties.***

**OBJECTIVES:**

1. Develop and implement an orientation and training program for Historic Preservation Commission members.
2. Encourage attendance of Historic Preservation Commission members and appropriate City staff at the annual Statewide Preservation Conference, SHPO spring and fall workshops, and other programs designed to strengthen skills and expand the knowledge of those responsible for local preservation programs.
3. Distribute information about the Historic Preservation Ordinance, locally designated historic properties, National Register of Historic Places designations, and the appropriate treatment of historic properties to City of Enid officials, Mayor and Board of Commissioners, and staff.
4. Develop and maintain a Historic Preservation Resource Library within the City of Enid Community Development Office.
5. Provide information about Enid’s Historic Preservation Ordinance, locally designated districts and landmarks, and other historic preservation information to realtors, builders, developers, and property owners.
6. Encourage the Enid Public Library to develop its collection on local history and historic preservation.
7. Establish collaborative programs with local universities and colleges related to historic preservation to provide the training necessary for students pursuing preservation-related careers.
8. Provide training opportunities about the appropriate rehabilitation and maintenance of historic residential properties for owners.
9. Provide training opportunities for owners of historic commercial property, developers, preservation professionals, and others about the appropriate treatment of historic properties and financial incentives programs.

***Goal 7: To expand Enid’s public and private preservation partnerships for the protection and productive use of the community’s historic properties.***

**OBJECTIVES:**

1. Encourage establishment of historic neighborhood associations throughout the City and provide technical assistance to them as appropriate.
2. Continue the City’s participation in the SHPO’s Certified Local Governments Program.
3. Encourage Historic Preservation Commission members, the Mayor and Board of Commissioners, City Staff, and citizens to join the National Trust for Historic

Preservation; Preservation Oklahoma, Inc.; the Oklahoma Historical Society; the National Alliance of Preservation Commissions; and/or local heritage organizations.

4. Partner with Main Street Enid to connect the Waverley Historic District and the Kenwood Historic District to events in the Downtown Historic District.
5. Partner with Enid Regional Development Alliance and Greater Enid Chamber of Commerce to further develop Enid's Heritage Tourism initiatives.
6. Partner with the Enid Arts District to connect the Waverley Historic District and the Kenwood Historic District to events in the downtown Enid Arts District.
7. Encourage property owners to partner with the City of Enid to replace failing sidewalks in historic neighborhoods by participating in Enid's 50/50 Sidewalk Repair Partnership Program.
8. Partner with the Tree Board in implementing the Tree City USA Program by encouraging property owners in historic neighborhoods to replace lost or damaged trees.
9. Serve as a cosponsor with Preservation Oklahoma, Inc. to present a "This Place Matters" event.

## **City of Enid Supporting Policies and Planning Documents**

### ***Enid Historic Preservation Ordinance***

The Historic Preservation Ordinance for the City of Enid is established in Title 11, Chapter 10, Article B of Municipal Code, entitled HP Historic Preservation District; to be known as the Historic Preservation Ordinance. Enid's Historic Preservation Ordinance became effective on July 1, 1986, and set forth directions and policies for establishing and implementing the Historic Preservation Ordinance within the City of Enid. The Enid Historic Preservation Ordinance covers:

- Purpose
- Definitions
- Area of Jurisdiction
- Historic Preservation Commission
- District Created
- General Provisions and Description
- District Identification
- District Regulations
- Ordinary Maintenance and Repair
- Uses Adjacent to District
- Zoning Designation Process
- Interim Control
- Certificate of Appropriateness
- Certificate of Economic Hardship
- Demolition Approval; Procedure
- Minimum Maintenance
- Commission Review; Appeal
- Taxes
- Property Owned by Public Agencies
- Kenwood and Waverley Historic Districts

The Historic Preservation Ordinance for the City of Enid is considered an overlay zoning district; meaning that the designation of an area or property as a local Historic Preservation District has regulations imposed on it in addition to those regulations imposed by the underlying zoning district in which it is located. The property, in a local City of Enid Historic Preservation District, may be used for any purpose permitted within the underlying district. Any structure located within a local Historic Preservation District must receive a Certificate of Appropriateness that has been approved by the Historic Preservation Commission before making any changes to the exterior of the structure or the surrounding site.

The Historic Preservation Ordinance directs the Historic Preservation Commission to prepare, or cause to be prepared, a general historic preservation plan to be incorporated within the comprehensive plan of the city.

### ***Enid Metropolitan Area Comprehensive Plan 2000-2025***

The primary long-range planning document for the City of Enid is the Metropolitan Area Comprehensive Plan 2000-2025 which was finalized in April of 2005. The Metropolitan Area Comprehensive Plan 2000-2025 currently does not include an Enid Historic Preservation Plan; however, the plan does encourage historic preservation throughout various parts of the document. The chapters included in the City of Enid Metropolitan Area Comprehensive Plan 2000-2025 that address historic preservation are:

- Introduction
- Neighborhoods
- Education
- Economic Development
- Public Infrastructure
- Capital Improvement Financing Plan
- Future Land Use
- Implementation and Administration

The contents of the Metropolitan Area Comprehensive Plan 2000-2025 are based on population, economic and land-use projections; along with a citizens' participation program. The Plan was designed to be implemented through a Capital Improvement Program, zoning regulations, subdivision regulations, and building and housing codes. The Public Facilities, Public Utilities, and Transportation Plan elements were to be implemented through the Capital Improvement Financing Plan; the Land-Use Plan through zoning regulations; and new city streets through the subdivision regulations.

### ***Enid Preservation Plan***

The Historic Preservation Commission anticipates the Enid Preservation Plan will be incorporated into the City of Enid Metropolitan Area Comprehensive Plan during the next annual review of the plan. The Historic Preservation Commission will forward the Enid Preservation Plan to the City of Enid Metropolitan Area Planning Commission (MAPC) for review. Once the MAPC has approved that the Enid Preservation Plan is compatible with the Enid Metropolitan Area Comprehensive Plan, the MAPC will forward the Enid Preservation Plan to the Mayor and Board of Commissioners for final approval. Upon approval, the Enid Preservation Plan will become a planning tool to guide the implementation of Enid's Historic Preservation Program.



## **Historic Preservation Commission's Policies**

### ***Regarding Designation of Resources***

The Historic Preservation Commission:

- Will consider properties or districts proposed in the manner stipulated in the Historic Preservation Ordinance, or by any citizen, for historic designation recommendation.
- May provide for an Intensive-Level Survey of potentially-eligible historic resources.
- May seek a Preliminary Determination of Eligibility for all potentially eligible properties or districts within the City of Enid that appear to meet the National Register criteria.
- Will advise property owners on the appropriateness of significant exterior architectural features, types of construction and ways to retain the historic integrity of their properties.

### ***Regarding Resources Listed in or Eligible for the National Register of Historic Places***

The Historic Preservation Commission shall periodically review lists of individual properties and districts determined eligible for the National Register of Historic Places by the State Historic Preservation Office or formally listed in the National Register to determine if designation pursuant to the local historic preservation zoning ordinance is appropriate for any of these resources. Additionally, the Historic Preservation Commission shall propose nomination of eligible properties to the National Register of Historic Places and encourage owners or other community members to initiate such nominations.

### ***Regarding Main Street Enid Program***

The National Trust for Historic Preservation, concerned with continuing alterations to downtown commercial architecture and aware of the need to stimulate downtown economic activity in small cities, established the National Main Street Program in 1977. The Oklahoma Main Street Program was established in 1985, and the City of Enid was subsequently designated a Main Street Community in 1994.

The Main Street Enid Program serves as a working force to assist the economic growth and well being of Enid, to preserve and improve the historic value of Enid's downtown area, to create a quality business environment for both business owners and customers, and to be an informational resource for the downtown area.

The activities and objectives of the Main Street Enid Program are supported by the Greater Enid Chamber of Commerce, the Enid Regional Development Alliance, the City of Enid, property owners located in the Enid Downtown Historic District and volunteers from across the City. The partnership that exists between the public and private sectors has been and continues to be dedicated to the historic preservation and economic revitalization of the downtown business district. The Historic Preservation Commission pledges to support the Main Street Enid Program in any activity that the Commission considers to be of benefit to its central mission of identifying, protecting, and preserving significant historic properties and districts within the City of Enid.

# Glossary<sup>11</sup>



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<sup>11</sup> Glossary/Appendices: E-J: *Tomorrow's Legacy: Oklahoma's Statewide Preservation Plan 2010*

**Advisory Council on Historic Preservation (ACHP)** – an independent federal agency established by the National Historic Preservation Act to comment on federal undertakings and to encourage federal agencies to consider historic resources in their project planning.

**Advocacy** – the active support of an individual or group for a cause, such as preservation of an endangered property or adoption of preservation-friendly legislation.

**Americans with Disabilities Act (ADA)** – Public Law 101-336 which prohibits discrimination on the basis of disability by private entities in places of public accommodation, requires that all new places of public accommodation and commercial facilities be designed and constructed so as to be readily accessible to and usable by persons with disabilities. Public agencies and private entities must comply.

**Archeological Resources** – a site that can provide information about prehistoric human occupation (activities). Generally, we consider that the information will be found below the surface of the ground, but this is certainly not always the case. Archeological resources range from sites which contain numerous artifacts and features beneath the ground's surface to those which contain only a few small artifacts scattered on the ground. For the purposes of the *State Plan*, the resources in this category are associated with the pre-1719 time period. It should be noted that archeological resources that date after 1719, or historic archeological resources, are included under “Historic Resources” in this glossary.

**Archeological Site** – the land on, or under which prehistoric or historic artifacts and features are located.

**Building** – a structure created to shelter any form of human activity, such as a house, barn, church, hotel, or similar structure. “Building” may refer to a historically related complex such as a courthouse and jail or house and barn.

**Certificate of Appropriateness (CA)** – the approval issued by the local Historic Preservation Review Commission (Historic District Commission) for alterations to historic properties designated under a local ordinance (local legislation), demolition of such properties, or new construction in a district designated under the ordinance or that may impact a designated property.

**Certification Agreement** – the executed document between the Certified Local Government and the State Historic Preservation Officer for participation in the CLG program.

**Certified Historic Structure** – a building (and its structural components) which is of a character subject to the allowance for depreciation provided in Section 167 of the Internal Revenue Code of 1954 which is either: (a) individually listed in the National Register; or (b) located in a registered historic district and certified by the Secretary of the Interior as being of historical significance to the district. For purposes of the charitable contribution provisions only, a certified historic structure need not be depreciable to qualify, may be a structure other than a building, and may also be a remnant of a building such as a facade, if that is all that remains, and may include the land area on which it is located.

**Certified Local Government (CLG)** – a local government whose local historic preservation program has been certified pursuant to Section 101 (c) of the National Historic Preservation Act. Basically, a CLG enforces a local historic preservation ordinance and meets other requirements specified in the Certified Local Governments Program for Oklahoma.

**Certified Local Government Fund** – that portion of the SHPO’s annual allocation from the Historic Preservation Fund set aside for Certified Local Governments.

**Certified Local Governments Program Agreement** – the contract between the CLG and the SHPO for transfer of a share of the Certified Local Government Fund.

**Chief Elected Local Official** – the elected head of a local government.

**Certified Rehabilitation** – the rehabilitation of a certified historic structure which the Secretary of the Interior has certified as being consistent with the historic character of the structure and, where applicable, with the district in which the structure is located.

**Conservation** – (1) the protection or preservation of material remains of a historic property using scientific techniques; (2) continued use of site or building with treatment based primarily on its present value; (3) in archaeology, limiting excavations to a minimum consistent with research objectives and with preserving archaeological sites for future scientific endeavor.

**Contributing Resource** – a building, structure, site, or object that adds to the historic significance of a property.

**Covenant** – a deed restriction limiting the owner’s use of his/her property.

**Cultural Resource** – a building, site, structure, district, or object evaluated as having significance in prehistory or history.

**Decertification** – the Secretary’s revocation of Certified Local Government status in accordance with Certified Local Governments Program for Oklahoma.

**Demolition** – the act of razing, dismantling or removal of a building or structure or a portion thereof to the ground level.

**Design Guidelines** – a document that sets forth the standards by which a historic preservation commission judges applications for certificates of appropriateness.

**Design Review** –the process of evaluating the appropriateness of proposed construction projects, including alterations to historic buildings and new construction, within designated historic districts.

**Designation** – the process by which a structure, site, or district is formally recognized by a government as historically significant.

**Determination of Eligibility (DOE)** – an action through which eligibility of a property for National Register listing is decided but the property is not actually listed, and nominating authorities and federal agency officials commonly request determinations of eligibility for federal planning purposes and in cases where a majority of private property owners has objected to National Register listing.

**Development Grant** – financial assistance from the Historic Preservation Fund for protection, stabilization, preservation, rehabilitation, restoration, or reconstruction of a historic property.

**District** – a significant concentration, linkage, or continuity of buildings, structures, sites, or objects united historically or aesthetically by plan or physical development.

**Documentation** – information that describes, locates, and explains the significance of a historic property.

**Easement** – See *Preservation Easement*.

**Economic Impacts Study** – refers to *Economic Impacts of Historic Preservation in Oklahoma* prepared by Rutgers University under contract to Preservation Oklahoma, Inc. to evaluate the direct and indirect economic impacts on the state's economy of general historic building rehabilitation, heritage tourism, Main Street activities, and federal and state rehabilitation tax credits and the effects of historic district designation on property values in residential neighborhoods.

**Evaluation** – the process by which the significance and integrity of a historic property are judged and eligibility for National Register listing is determined.

**Federal Preservation Officer (FPO)** – the official designated by the head of each federal agency responsible for coordinating that agency's activities under the National Historic Preservation Act, including nominating properties under that agency's ownership or control to the National Register.

**Heritage Tourism** – the tourism business generated by those who are traveling for pleasure to visit a historic site, museum, or historic community.

**Historic American Buildings Survey (HABS)** – the National Park Service program begun in 1933 to document the history of the building arts in the United States with architectural measured drawings, photographs, and written reports. The Survey aids urban neighborhoods and rural communities, state and local governments, and federal agencies in surveying and recording their historic architectural resources.

**Historic American Engineering Record (HAER)** – the National Park Service program established in 1969 to survey and document America's historic industrial, engineering, and transportation resources and to record the working and living conditions of the people associated with them.

**Historic American Landscapes Survey (HALS)** – the program of the National Park Service established in 2000 to survey and document landscapes. HALS builds on the HABS/HAER documentation traditions, while expanding the range of stories that can be told about human relationships with the land. HALS documents the dynamics of landscapes, as HABS and HAER document unique buildings and engineering structures and systems.

**Historic Context** – a unit created for planning purposes that group’s information about historic properties based on a theme, specific time period, and geographical area.

**Historic District** – a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, objects or areas which are united by past events or aesthetically by plan or physical development. A district may also be comprised of individual resources which are separated geographically but are thematically linked by association or history.

**Historic District Ordinance** – a local government’s instrument for creating a historic preservation review commission and setting forth its membership, functions, and responsibilities.

**Historic Preservation** – the protection, rehabilitation, restoration, and/or reconstruction of districts, sites, buildings, structures, and objects significant in American History, architecture, archeology, engineering, and/or culture.

**Historic Preservation Committee, Oklahoma Historical Society Board of Directors** – the committee of the Society’s board that serves as a communications link between the State Historic Preservation Office and the Board of Directors.

**Historic Preservation Fund (HPF)** – the source from which monies are appropriated to fund the program of matching grants-in-aid to the states (State Historic Preservation Office), and other authorized grant recipients, for historic preservation programs, as authorized by the National Historic Preservation Act.

**Historic Preservation Review Commission (Historic District Commission)** – a board, council, commission, or other similar collegial body which is established by state or local legislation as provided in section 101(c)(1)(B) of the National Historic Preservation Act, and the members of which are appointed, unless otherwise provided by state or local legislation, by the chief elected official of the jurisdiction concerned from among: (A) professionals in the disciplines of architecture, history, architectural history, planning, prehistoric and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture available in the community concerned; and (B) such other persons as have demonstrated special interest, expertise, or knowledge in history, architecture, or related disciplines, and as will provide for an adequate and qualified commission. Such a commission has many duties, including the review of proposed rehabilitation work within a designated historic district.

**Historic Preservation Review Committee** – Oklahoma’s state review board, the collegial body appointed by the Governor to review the eligibility of properties and the adequacy of

nominations to the National Register and to advise the State Historic Preservation Officer as appropriate.

**Historic Resources** – the buildings, structures, objects, and sites (including historic archeological sites) that represent human activity. For the purposes of the *State Plan*, the resources in this category are associated with the post-1719 time period.

**Historic Survey** – a comprehensive survey involving the identification, research and documentation of buildings, sites, and structures of any historical, cultural, archeological or architectural importance.

**Identification** – the process by which information is gathered about historic properties.

**Integrity** – the authenticity of a property or site’s historic identity; evidenced by the survival of the physical characteristics that existed during the property or site’s historic or prehistoric period.

**Intensive Level Survey** – (1) systematic, detailed field (and archival) inspection of an area designed to identify fully the architectural, archeological, and historic properties; and calculated to produce a level of documentation sufficient, without any further data, to evaluate National Register eligibility (and nominate if appropriate); or (2) systematic, detailed examination of an area designed to gather information about historic properties sufficient to evaluate them against predetermined criteria of significance within specific historic contexts.

**Inventory** – a list of historic resources determined to meet specified criteria of significance.

**Investment Tax Credits (ITC)** – the financial incentive for rehabilitation of historic and older income producing properties provided for under the Internal Revenue Code.

**Keeper of the National Register** – the individual to whom the authority has been delegated to list properties and determine their eligibility for the National Register.

**Landmark Site** – the land on which a historic landmark and related buildings, structures, or archaeological features and artifacts are located, and the land that provides the grounds, the premises or the setting for the historic landmark.

**Local Legislation** – the local government’s code, statute, ordinance, etc. which creates the Historic Preservation Review Commission and sets forth its function, responsibilities, and membership.

**Maintenance** – (1) protective care of an object or building from the climate, chemical and biological agents, normal use and intentional abuse; (2) ordinary maintenance, as work not requiring a building permit or certificate of appropriateness done to prevent deterioration of a building or structure or any part thereof by restoring the building or structure as nearly as practicable to its condition prior to such decay, deterioration or damage.

**Management Region** – the geographic limits established for the various historic contexts included in the state preservation plan.

**Minimum Level Documentation** – information on the location, type, condition, and significance, or identification of research needed to determine the importance of a property, but which must be supplemented with information before the property could be submitted as a nomination to the National Register. Completion of the Oklahoma SHPO’s “Historic Preservation Resource Identification Form” (including required photographs) constitutes minimum level documentation.

**Mitigation** – any action which reduces or eliminates adverse impacts resulting from a proposed action. Mitigation may include project redesign or relocation, data recovery and documentation, etc. (See 36 CFR 800).

**National Conference of State Historic Preservation Officers (NCSHPO)** – the organization that serves all of the nation’s State Historic Preservation Officers through special workshops, a monthly newsletter, and information sharing with other preservation organizations and government entities, and many other special efforts.

**National Historic Landmark (NHL)** – a historic property evaluated and found to have significance at the national level and designated as such by the Secretary of the Interior.

**National Historic Preservation Act, as amended** – the 1966 legislation establishing the National Register of Historic Places and extending the national historic preservation programs to properties of state and local significance.

**National Park Service (NPS)** – the bureau of the Department of the Interior to which the Secretary of the Interior has delegated the authority and responsibility to administer the National Historic Preservation Program.

**National Register of Historic Places (NR)** – the national list of sites, districts, buildings, structures, and objects significant in American history, architecture, archeology, engineering, or culture, maintained by the Secretary of the Interior under authority of the National Historic Preservation Act.

**National Register of Historic Places Multiple Property Documentation Form** – the form required for nominating properties to the National Register which includes all or a defined portion of the cultural resources identified in a specified geographical area.

**National Register Level of Documentation** – information on a property that is sufficient, without further data, to submit the property as a nomination to the National Register of Historic Places.

**National Register Programs Manual** – the manual that sets forth National Park Service administrative procedures and guidelines for activities concerning, the federally related historic preservation programs of the National Trust for Historic Preservation, the States, and local



governments. The manual includes guidelines and procedures for the administration of the historic preservation grants-in-aid program and supersedes the HPF Grants Management Manual.

**National Trust for Historic Preservation (NTHP)** – the private, nonprofit organization chartered by legislation approved by Congress on October 26, 1949 (63 Stat. 927), with the responsibility of encouraging public participation in the preservation of districts, structures, sites, buildings, and objects significant in American history and culture.

**Noncontributing Resource** – a building, structure, site, or object that does not add to the historic significance of a property.

**Object** – those constructions that are primarily artistic in nature or relatively small in scale and simply constructed. Although it may be by nature or design, movable, an object is associated with a specific setting or environment.

**Oklahoma Anthropological Society** – the statewide nonprofit organization devoted to the preservation of the state’s archeological resources.

**Oklahoma Archeological Survey (OAS)** – the state agency responsible for the identification and preservation of the state’s archeological resources and for the permitting of archeological investigations within the state.

**Oklahoma Archeological Survey Information System (OASIS)** – the state’s computerized database for archeological resources.

**Oklahoma Heritage Association (OHA)** – the statewide nonprofit organization which promotes the research, interpretation, and preservation of Oklahoma’s heritage. Maintenance of the Oklahoma Hall of Fame is a program of the organization.

**Oklahoma Historical Society (OHS)** – the state agency whose mission it is to identify, collect, interpret, and preserve Oklahoma’s rich heritage.

**Oklahoma Landmarks Inventory (OLI)** – the State Historic Preservation Office’s database on the state’s historic resources.

**Oklahoma Main Street Center** – the Oklahoma Department of Commerce’s program for the revitalization of commercial areas through organization, economic restructuring, design, and promotions.

**Planning** – the establishment or upgrading of processes designed to evaluate impacts on historic/archaeological properties, predict trends that may affect historic/archaeological properties and serve as a guideline or framework for cultural resource management decisions.

**Planning Process Document (PPD)** – the publication that describes how Oklahoma’s statewide preservation plan was developed and how it will be updated.

**Preservation (Historic Preservation) [HP]** – includes identification, evaluation, recordation, documentation, curation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, research, interpretation, conservation, education, and training regarding the foregoing activities or any combination of the foregoing activities.

**Preservation Action (PA)** – the national nonprofit organization which specializes in preservation advocacy.

**Preservation Easement** – a right or limitation set forth in a legal instrument which in general allows a property owner to keep possession of a historic property while granting to another entity, such as a preservation organization, the right to protect the integrity of the historic property.

**Preservation Oklahoma, Inc.** – the statewide nonprofit organization devoted to the preservation of Oklahoma’s historic and prehistoric properties.

**Preservation Partner** – any agency, organization, or individual who participates in the development and implementation of Oklahoma’s state preservation plan.

**Preservation Planning** – the process by which goals, priorities, and strategies for preservation activities are set forth and carried out.

**Preserve America** – the broad-based White House initiative that recognizes the efforts of towns, regions, and organizations to preserve cultural, natural, and other heritage resources. It focuses on communities and encourages a preservation ethic that links heritage resources to broader economic and policy goals. The program consists of several components. First, four annual awards are given to recognize exemplary projects or programs. The second component extends the special *Preserve America* Community designation to eligible applicants throughout the year. Third, matching grants are available from the program. The U.S. Department of the Interior and the U.S. Department of Commerce are joint sponsors of *Preserve America*.

**Preserve America Community** – a community that has submitted an acceptable application to the *Preserve America* program and been formally notified of the special designation which encourages and supports community efforts for the preservation and enjoyment of America’s priceless cultural and natural heritage and makes the community eligible to apply for special grant assistance.

**Preserve America Summit** – the national collaboration carried out on the occasion of the Fortieth anniversary of the National Historic Preservation Act to consider results of the federal historic preservation programs and to develop recommendations for the future of these programs. Almost 450 experts took part in the 11 panels formed to carry out the initiative. The *Preserve America* Summit was held in New Orleans, Louisiana, in October 2006.

**Preserve America Summit Report** – the Advisory Council on Historic Preservation’s report that summarizes the findings and recommendations for the future of the federal government’s

historic preservation efforts based on the national *Preserve America* Summit held in New Orleans, Louisiana, in October 2006.

**Property** – an area of land containing a single historic resource or a group of resources, and constituting a single entry in the National Register of Historic Places.

**Reconnaissance Level Survey** – (1) small-scale archival or field research, designed to provide a general impression of an area’s architectural, archeological, and historic properties and their values, but not calculated to provide a level of documentation sufficient to determine a property’s eligibility or to nominate a property to the National Register; or (2) an examination of all or part of an area accomplished in sufficient detail to make generalizations about the types and distributions of historic properties that may be present.

**Reconstruction** – the act or process of reproducing by new construction the exact form and detail of a vanished building, structure, or object, or a part thereof, as it appeared at a specific period of time.

**Recordation** – the documentation of a historic resource.

**Registration** – the process which results in historic or archeological properties being listed in or determined eligible for listing in the National Register.

**Rehabilitation** – the act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, and cultural values.

**Research Design** – a statement of proposed identification, documentation, investigation, or other treatment of a historic property that identifies the project’s goals, methods, and techniques, expected results, and the relationship of the expected results to other proposed activities or treatments.

**Resource** – any building, structure, site, or object that is part of or constitutes a historic property.

**Restoration** – the act or process of accurately recreating the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by replacement of missing earlier work.

**Review and Compliance (R&C)** – See Section 106 Review Process.

**Save America’s Treasures (SAT)** – the grants program administered by the National Park Service in partnership with the President’s Committee on the Arts and the Humanities, the National Endowment for the Arts, the National Endowment for the Humanities, and the Institute of Museum and Library Services that makes critical investments in the preservation of our nation’s most significant cultural treasures. Grants are awarded for preservation and/or conservation work on nationally significant intellectual and cultural artifacts and nationally significant historic structures and sites.

**Secretary of the Interior’s Professional Qualification Standards** – the professional qualifications included in the *Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation* which detail the minimum education and experience a person must possess in order to successfully perform tasks associated with the preservation of archeological and historic resources. For example, an individual retained to evaluate the significance of a prehistoric archeological site should meet the Professional Qualification Standards for Prehistoric Archeology.

**Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation** – the standards and guidelines which provide technical information about archeological and historic preservation activities and methods. These include guidance for preservation planning, identification, evaluation, registration, historic research and documentation, architectural and engineering documentation, archeological investigation, historic preservation projects, professional qualifications, and preservation terminology.

**Secretary of the Interior’s Standards and Guidelines for Rehabilitation** – the ten (10) basic principles established by the Secretary of the Interior which are recommended in the planning and execution of projects which alter historic buildings.

**Section 106 Review Process** – the procedure established under the National Historic Preservation Act, as amended, and subsequent regulations which provides the Advisory Council on Historic Preservation and the State Historic Preservation Officers an opportunity to comment on the impact of federal undertakings on historic and archeological resources.

**Significance** – a legal concept that refers to the relative importance of a site to local, regional, or national prehistory or history; used by planning agencies in the management of cultural resources.

**Site** – the location of an event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, architectural, or archeological value regardless of the value of any existing structure.

**Stabilization** – the act or process of applying measures designed to reestablish a weather-resistant enclosure and the structural stability of an unsafe or deteriorating property while maintaining the essential form as it exists at present.

**State Historic Preservation Officer (SHPO)** – the person designated by the Governor or Chief Executive Officer to act for the State in matters pertaining to the national historic preservation program. Oklahoma statutes provide that the Executive Director of the Oklahoma Historical Society shall be designated the State Historic Preservation Officer.

**State Plan** – the document that sets forth the goals, priorities, and strategies for developing and implementing a process to preserve Oklahoma’s historic and archeological resources.

**State Register of Historic Places** – Oklahoma’s official program for recognition of significant buildings, sites, structures, districts, and objects.

**State Rehabilitation Tax Credit** – the State tax credits authorized under State Statute 68-2357.41 and administered pursuant to Oklahoma Tax Commission Rules (Chapter 50, “Income”) Section “710:50-15-108. *Credit for qualified rehabilitation expenditures*”.

**Structure** – those functional constructions made usually for purposes other than creating human shelter, such as a bridge.

**Survey** – a carefully designed and systematic process of identifying and gathering data on the historic resources of a given area. It includes field survey, the physical search for and recording of historic resources on the ground, but it also includes planning and background research before field survey begins.

**Teardowns** – the recent trend to replace older and historic houses with new ones that are dramatically larger and out of scale for the neighborhood resulting in a loss of historic fabric and overall neighborhood character. Not only the houses themselves are destroyed, but also trees and other plantings and entire backyards may be eliminated, and natural sunlight may be blocked from neighboring houses by the new one.

**Thematic Grouping** – individual resources which are separated geographically but are historically significant due to a linked association or history.

**Traditional Cultural Property (TCP)** – generally, a property that is eligible for inclusion in the National Register of Historic Places because of its association with cultural practices or beliefs of a living community that: (a) are rooted in that community’s history; and (b) are important in maintaining the continuing cultural identity of the community. “Traditional” in this context refers to those beliefs, customs, and practices of a living community of people that have been passed down through the generations, usually orally or through practice. The traditional cultural significance of a historic property, then, is significance derived from the role the property plays in a community’s historically rooted beliefs, customs, and practices. There are many definitions of the word “culture”; but in the National Register programs the word is understood to mean the traditions, beliefs, practices, lifeways, arts, crafts, and social institutions of any community, be it an Indian tribe, a local ethnic group, or the people of the nation as a whole.

**Tribal Historic Preservation Officer (THPO)** – the tribal official appointed by the tribe’s chief governing authority or designated by a tribal ordinance or preservation program who has assumed all or any part of the responsibilities of the SHPO on tribal lands in accordance with provisions of the Act.

**Tribal Lands** – all lands within the exterior boundaries of any Indian reservation and all dependent Indian communities.

**Undertaking** – as used in the National Historic Preservation Act, a project, activity, or program funded in whole or in part under the direct or indirect jurisdiction of a federal agency, including:

(A) those carried out by or on behalf of the agency; (B) those carried out with federal financial assistance; (C) those requiring a federal permit, license, or approval; and (D) those subject to state or local regulation administered pursuant to a delegation or approval by a federal agency.

**World Heritage Site** – a site (such as a forest, mountain, lake, desert, monument, building, complex, or city) that is on the list maintained by the international World Heritage Program administered by the UNESCO World Heritage Committee. The program catalogues, names, and conserves sites of outstanding cultural or natural importance to the common heritage of humanity. The program was founded with the *Convention Concerning the Protection of World Cultural and Natural Heritage*, which was adopted by the General Conference of UNESCO on November 16, 1972.

**World Monument Watch** – the World Monument Fund’s list that calls international attention to cultural heritage around the world that is threatened by the forces of nature and society. From archaeological sites to iconic architecture, cultural landscapes to historic city centers, the Watch identifies places of significance in need of timely action. Every two years, the WMF accepts new nominations to the Watch, from which 100 are selected for listing. Watch listing provides an opportunity for sites and their nominators to raise public awareness, foster local participation, advance innovation and collaboration, and demonstrate effective solutions.

# Appendices



## **Appendix A**

### ***Enid's Historic Resources***

#### **National Register of Historic Places Criteria**

Each historic resource listed below may be considered for nomination to the National Register of Historic Places based on the following criteria. While these properties may be potentially eligible there has not been a historic resource survey, in accordance with the Secretary of Interior Standards, completed on these properties.

The quality of significance in American history, architecture, archeology and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association. Properties may be eligible for the National Register of Historic Places if the properties, sites, or objects are over 50 years old and:

- Are associated with events that have made a significant contribution to the broad patterns of our history; or
- Are associated with the lives of persons significant in our past; or
- Embody the distinctive characteristics of a type, period, or method of construction or that represents the work of a master, or that possess high artistic values, or that represent a significant and distinguished entity whose components may lack individual distinction; or
- Have yielded, or may be likely to yield, information important in prehistory or history.

#### **Inventory of Enid's Historic Properties**

The inventory of historic properties in Enid falls into three categories:

- Those properties which have been lost;
- Those properties which are not eligible because of major alteration; and
- Those properties which are potentially eligible for nomination to the National Register of Historic Places.

#### ***Historic Buildings Lost through Demolition***

- 402 N. Independence – Enid Carnegie Library (demolished 1972)
- 1708 W. Maine – Herbert L. Kaufman House (Residence was located on property of Enid Public Schools and was listed in National Register of Historic Places; demolished in 2005)
- 1314 W. Cherokee – William & Mabel Kendall House (Residence was located within Waverley Historic District, demolished in 2009)
- On Owen K. Garriott Road across railroad tracks directly east of Rock Island Depot – Enid Mill & Elevator Company
- 2200 W. Oklahoma – Enid Trolley Street Car (Railway) System (1907-1929)
- Southeast corner of Cleveland and Oklahoma – Geronimo Motor Company Factory
- 120 W. Maine – Old Post Office (Located on site of Current Library)
- 1002 W. Maine – Home of Mayor A.E. Stephenson; architect A.A. Crowel



## ***Properties Potentially Eligible for Listing in National Register of Historic Places***

### **Eligible Residential Districts (with completed historic resource surveys)**

- East Hill District
- Southern Heights District
- Buena Vista/Kisner Heights District
- Weatherly District
- McKinley District

### **Proposed Future Historic Resource Surveys**

The historic resources listed below have been identified as potentially eligible discontinuous districts for nomination to the National Register Historic Places or for designation as local Historic Districts. While all historic resources within the City of Enid are not listed here no resource will be excluded from future consideration for nomination to the National Register of Historic Places or local historic district designations.

### **Enid's Early-Century Residential Districts (1893 – 1939)**

- Garland Park District (C1911)
- Highland Park District (C1906)

### **Enid's Early-Century Public Properties (1893 – 1939)**

- Boy Scouts of America Building -317 N. Grand
- Convention Hall (WWI Memorial) (C1921) – 301 W. Oklahoma
- Fire Station Building (C1927) – 121 N. 16th Street
- Midgley Museum -1001 Sequoyah Drive
- VFW Hall – 621 N. Independence

### **Enid's Early-Century Churches (1893 – 1939)**

- Church (C1906) – 124 W. Wabash
- First Baptist Church (C1908) – 401 W. Maine
- First Pentecostal Holiness Church (C1947) – 624 W. Pine
- First Presbyterian Church (C1906; Additions) – 502 W. Maine
- St. Paul's Lutheran Church (1926 Cornerstone) – 1626 E. Broadway
- St Francis Xavier Catholic Church & School (C1920) – 110 N. Madison
- St. Matthew's Episcopal Church (C1909) – 518 W. Randolph
- University Place Christian Church (C1908) – 2107 W. Broadway

### **Enid's Early/Mid-Century University (1893 – 1960)**

- Phillips University Arts Building/Library (C1913)
- Phillips University Clay Hall/Women's Dormitory (C1941)
- Phillips University Marshall Building/Blevins Chapel (C1948)
- Phillips University Music Hall (Formerly used as a Student Hall)

### **Enid's Early/Mid-Century Schools (1893 – 1960)**

- Adams School (C1914) – 2200 E. Randolph

- Booker T. Washington School (C1925) – 800 S. 4th
- Emerson Junior High School (C1919) – 700 W. Elm
- Enid Public School Administrative Center (C1927; addition 1967) – 500 S. Independence
- Enid High School (Date plate 1911) – 611 W. Wabash
- Garfield Elementary School – 900 E. Broadway
- Glenwood Elementary School (Red School Building ONLY) – 824 N. Oakwood
- Harrison School (C1920) – 212 W. Birch
- Lincoln Academy School (C1906) – 601 W. Elm
- Longfellow Junior High School – 900 E. Broadway
- McKinley Elementary School – 1701 W. Broadway
- Taft Elementary School (C1940) – 1002 Sequoyah Drive
- Woodrow Wilson School (C1937) – 700 N. 10th

#### **Enid's Early-Century Warehouses (1893 – 1939)**

- Alton's Warehouse (C1909) – 200 E. Maple
- Leonardo's Discovery Warehouse (H.A. Marr Grocery/Sears Warehouse) – 200 E. Maple
- Bradford Warehouse – 201 E. Elm

#### **Enid's Early-Century Transportation Properties (1893 – 1939)**

- Santa Fe Passenger Depot (C1917) – 200 W. Walnut
- Santa Fe Freight Depot (C1925) – 702 N. Washington
- Phillips 66 Service Station – 3501 Market Street

#### **Enid's Early-Century Commercial Properties (1893 – 1939)**

- Bond Baking Company – 900 N. Independence
- Fossett Funeral Home – 701 W. Maine
- Henninger Funeral Home (C1915) – 601 W. Broadway

#### **Enid's Early-Century Parks (1893 – 1939)**

- Dillingham Memorial Garden (C1920) – 5th Street & Owen K. Garriott Road

#### **Enid's Early-Century Residential Properties (1893 – 1939)**

- Green House – 401 E. Broadway
- House (C1895) – 801 E. Maine
- House (Prairie Style) – 1429 W. Broadway
- Ehly Mansion (C1929) – 524 S. Hayes
- Farm House – 1901 W. Willow
- Farm House (C1895) – 1224 E. Chestnut
- Gannon Farm House (C1904) – 1702 W. Oklahoma
- Los Pimemtos Apartments (C1927) – 1510 E. Broadway
- Monroe Apartments – 532 S. Monroe

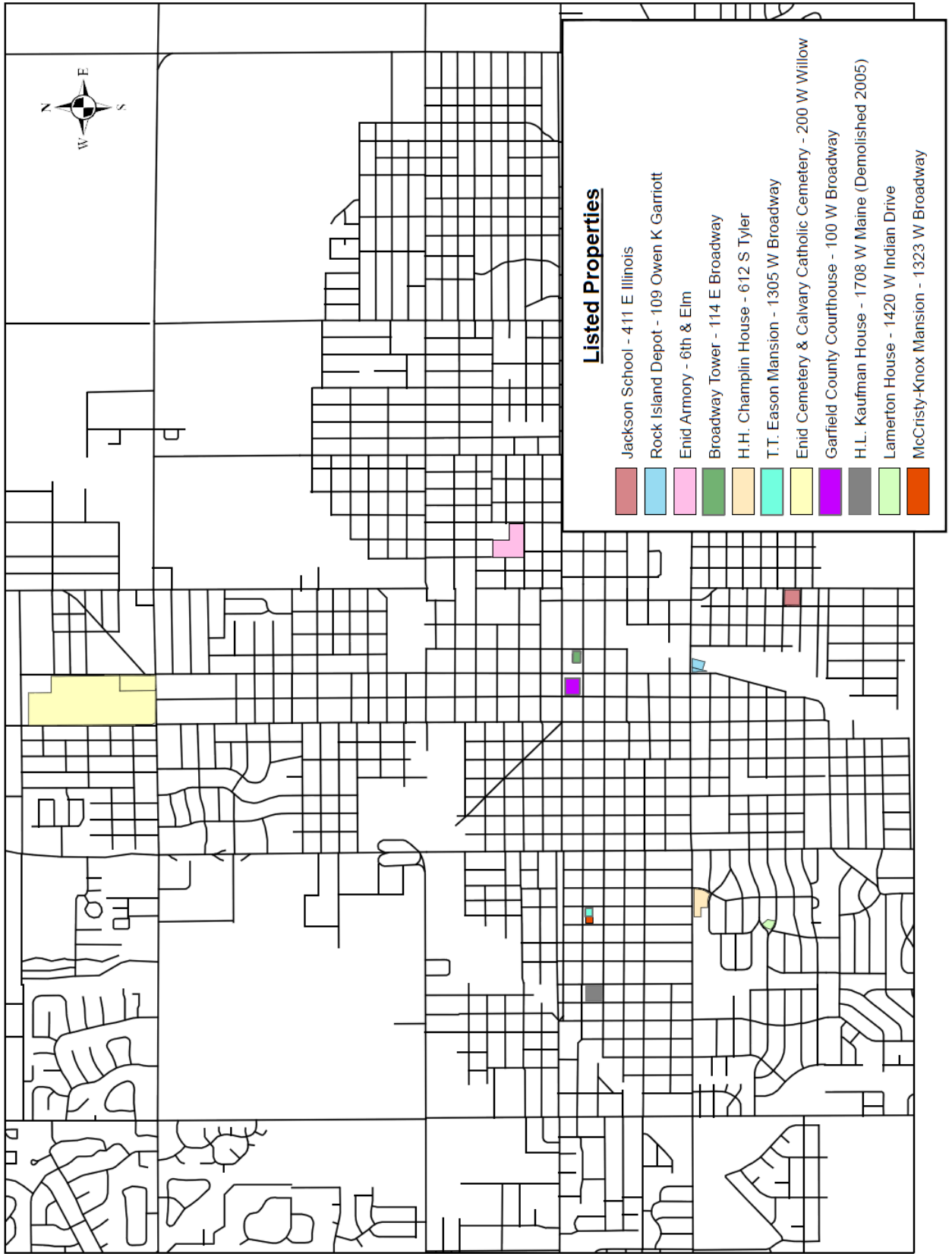
#### **Mid-Century Properties/Objects (1940 – 1960)**

- Drive-In Theatre Screen (S Van Buren)

**Appendix B**

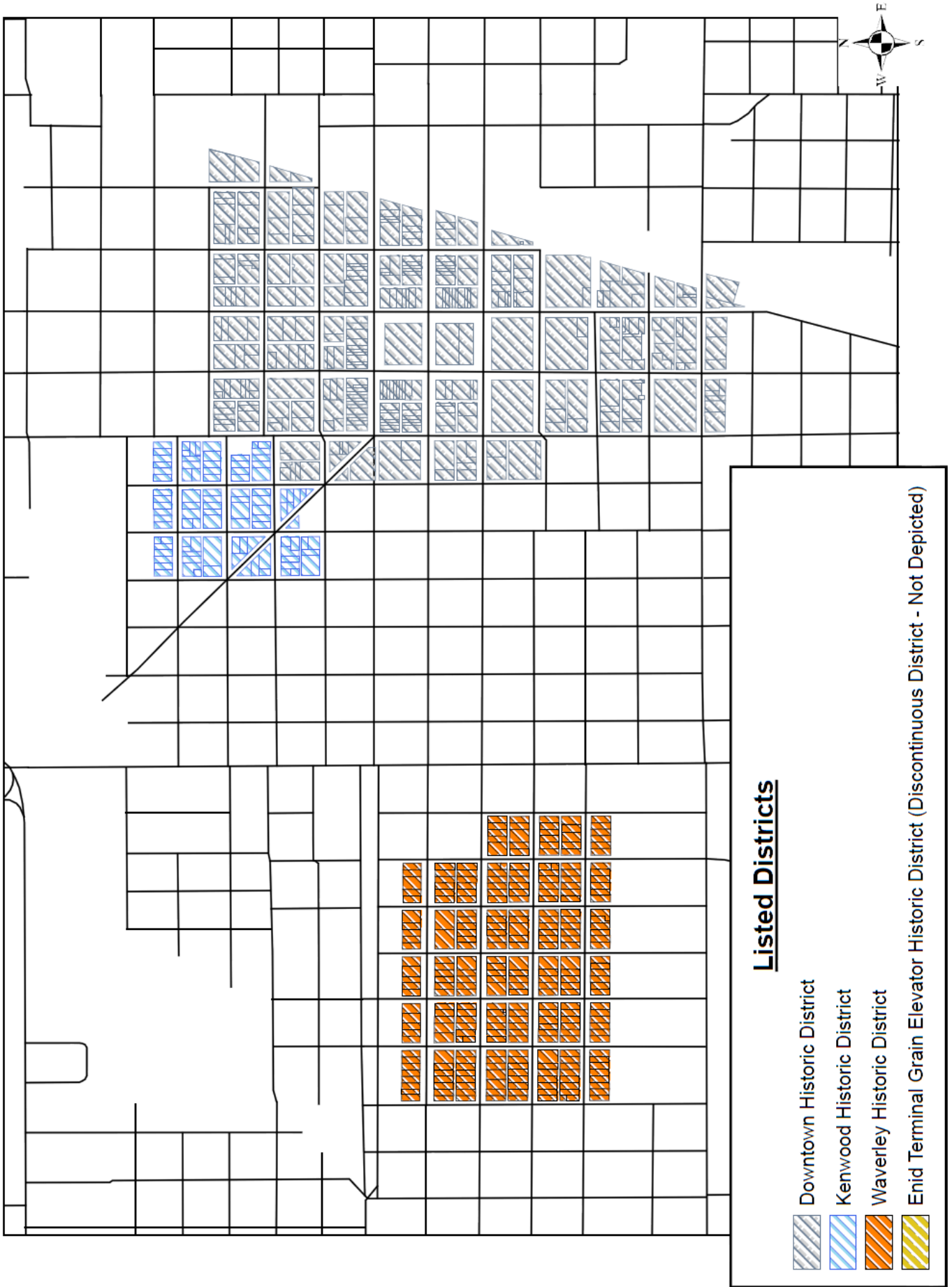
**Map 1: Individual Properties Listed in the National Register of Historic Places**

Enid, Oklahoma

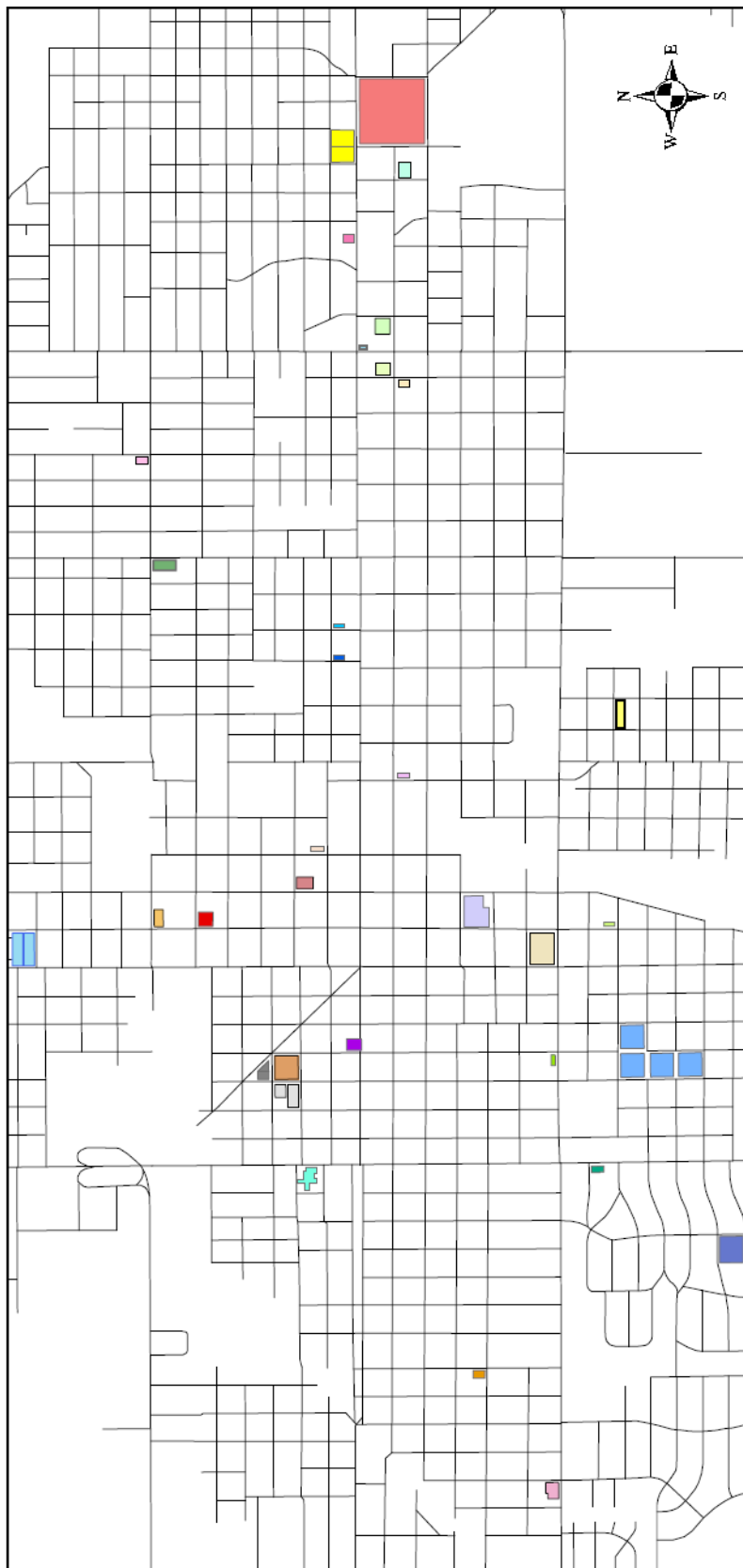


*Map 2 Historic Districts Listed in the National Register of Historic Places*

Enid, Oklahoma



**Map 3: Potential Individual Properties for Nomination to the National Register of Historic Places**  
**Enid, Oklahoma**

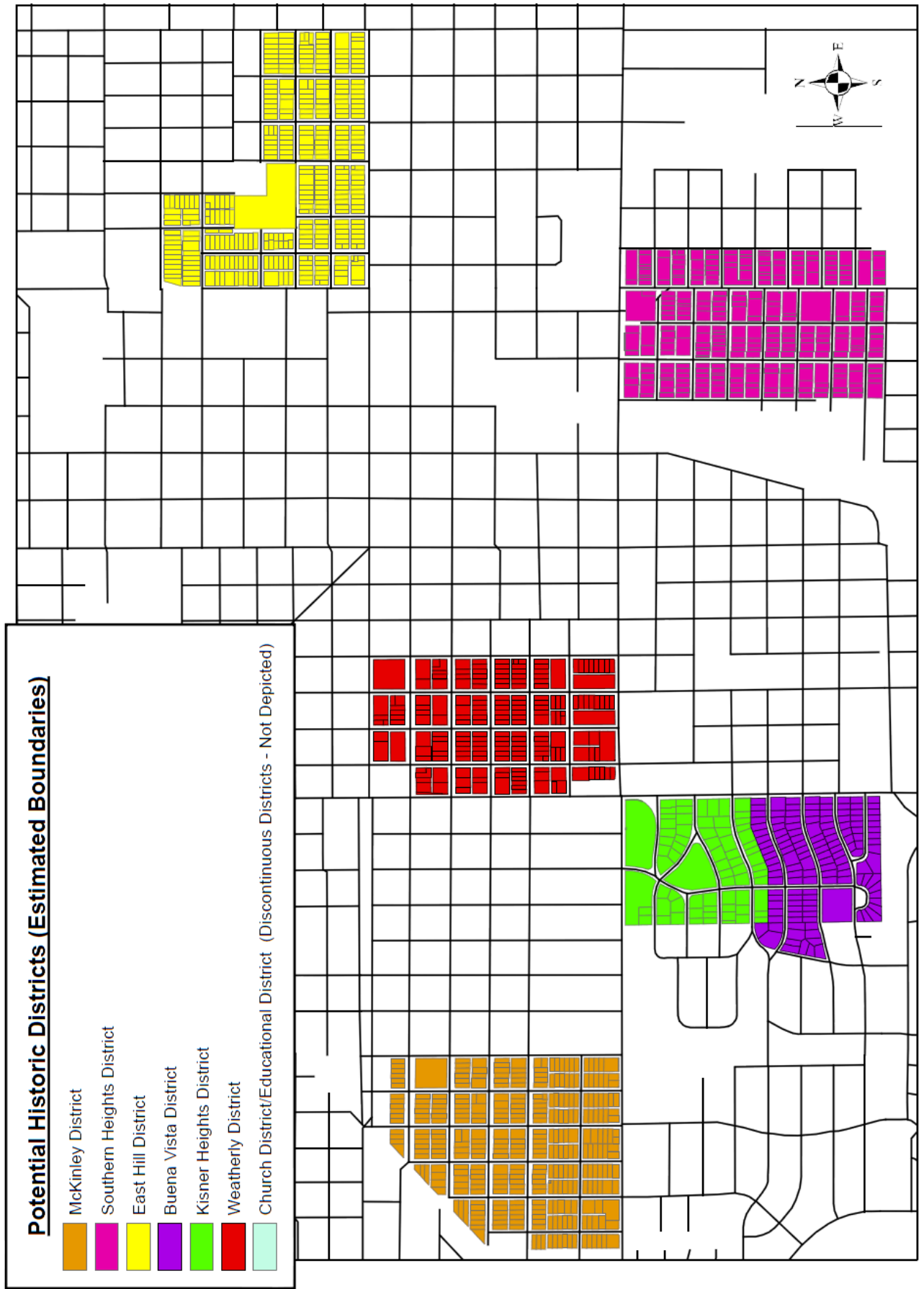


**Potential Individual Properties**

Vacant Church - 124 W Wabash	Enid School District Administration Building - 500 S Independence
Enid High School - 611 W Wabash	Ely Mansion - 524 S Hayes
Harvest Time Worship Center - 312 N Van Buren	Boy Scouts of America Building - 317 N Grand Ave
Phillips University (Library, Clay Hall & Eblevans Chapel) - 100 South University	Lincoln School - 600 W Elm
Midgley Museum - 1001 Sequoyah Drive	Emerson Jr High School - 700 W Elm
Taft Elementary School - 1002 Sequoyah	Farr House - 1224 E Chestnut
St. Matthews Episcopal Church - 518 W Randolph	Mark Price Arena - 100 W Cherokee
Bolene House - 1912 E Randolph	University Place Christian Church - 2107 E Broadway
Adams Elementary School - 2200 E Randolph	St. Pauls Lutheran Church - 1626 E Broadway
First Pentecostal Holiness Church - 600 W Pine	Los Pimentos Apartments - 1502 E Broadway
Gannon House - 1702 W Oklahorra	Private Residence - 1429 E Broadway
Monroe Apartments - 532 S Monroe	Green House - 401 E Broadway
Private Residence - 801 E. Maine	Harrison Elementary School - 212 W Birch
Fossett Funeral Home - 701 W Maine	Booker T Washington School - 800 S 3th Street
Alton Building - 200 E Maple	Fire Station - 121 N 16th Street
Veterans of Foreign Wars Hall (VFW) - 621 N Independence	Woodrow Wilson School - 700 N 10th
Fire Station #2 - 815 N Independence	

*Map 4: Potential Historic Districts for Nomination to the National Register of Historic Places*

Enid, Oklahoma



## Appendix C

### *Article B. HP Historical Preservation District*

#### **11-10B-1: PURPOSE:**

The City hereby declares that the historic, architectural, cultural, and aesthetic features of the City represent some of the finest and most valuable resources of the City, and such resources are the embodiment of the heritage of the people of Enid. Therefore, it is hereby declared that the purposes of this article, to be known as the Historic Preservation Ordinance, shall be as follows:

- A. To designate, preserve, protect, enhance and perpetuate those structures and districts which reflect outstanding elements of the City's cultural, artistic, social, economic, political, architectural, historic, or other heritage.
- B. To foster civic pride in the beauty and accomplishments of the past.
- C. To stabilize or improve the aesthetic and economic vitality and values of such structures and districts.
- D. To promote the use of outstanding historic or architectural structures or districts for education, stimulation and welfare of the people of the City. (Ord. 80-29, 12-16-1980 as amended)

#### **11-10B-2: DEFINITIONS:**

For the purposes of this article, the following terms shall have the meanings indicated:

**ARCHITECTURAL RESOURCES:** Districts, structures, buildings, monuments, sites and landscaping that possess local interest or artistic merit, or which are particularly representative of their class or period, or represent achievements in architecture, engineering technology, design or scientific research and development.

**CERTIFICATE OF APPROPRIATENESS:** The official document issued by the Planning Administrator or Historic Preservation Commission approving any application for permission to construct, erect, demolish, move, reconstruct, rehabilitate, restore, stabilize or alter any structure within a Historic District.

**COMMISSION:** Historic Preservation Commission of the City.

**DESIGN GUIDELINES:** Statements that are intended to be advisory in nature and serve as a reference for all parties involved in the design review process. Guidelines are indicated by statements containing the words “should” or “encouraged”.

**GOOD REPAIR:** A condition which not only meets minimum standards of health and safety, but which also guarantees continued attractiveness, continued structural soundness and continued usefulness.

**HISTORIC DISTRICT:** A geographically definable area as designated by ordinance of the Mayor and Board of Commissioners which may contain one or more significant landmarks and which may have within its boundaries other properties or structures, while not of such historic and/or architectural significance, to be designated as landmarks, nevertheless contribute to the overall visual characteristics of the district.

**HISTORIC RESOURCES:** Sites, districts, structures, buildings, or monuments that represent facets of history in the locality, state or nation; places where significant historic or unusual events occurred; places associated with a personality or group important to the past.

**LANDMARK:** An individual structure, building, site or monument which contributes to the historic, architectural or archeological heritage of the City and is worthy of rehabilitation, restoration and/or preservation.

**ORDINARY MAINTENANCE AND REPAIR:** Any work for which a building permit or any other city permit or certificate is not required, and where the purpose of such work is stabilization and, further, where such work will not noticeably change the exterior appearance of the resource. Any work not satisfying all of the above requirements shall not be considered ordinary maintenance and repair. The following examples shall not be considered ordinary maintenance and repair: the application of paint to previously unpainted brick or masonry; the construction or enlargement of a driveway or parking area; the replacement of exterior doors or windows, except for repair of broken glass or screens by use of like glass or screens; and further, there are other types of construction or other work that shall not be considered ordinary maintenance and repair.

**PRESERVATION:** The adaptive use, conservation, protection, reconstruction, restoration, rehabilitation or stabilization of sites, buildings, districts, structures, monuments or other resources significant to the heritage of the people of the City of Enid, and further:

**Adaptive Use:** The restrained alteration of a historic or architectural resource to accommodate uses for which the resource was not originally constructed, but in such a way so as to maintain the general historic and architectural character.

**Conservation:** The sustained use and appearance of a resource essentially in its existing state.

**Protection:** Maintaining the security and integrity as it exists through the establishment of the mechanisms of this article.

**Reconstruction:** The process of recreating or reproducing by new construction all or part of the form and detail of a vanished resource as it appeared at a specified period in time.

**Rehabilitation:** The process of returning a historic or architectural resource to the state of efficiency or soundness by repair or alteration designed to encourage its continued use but without noticeably changing the exterior appearance of the resource.



**Restoration:** The process of accurately recovering all or a part of the form and detail of a resource and its setting as it appeared at a particular period of time by means of the removal of a later work and the replacement or duplication of missing earlier work.

**Stabilization:** The process of applying measures designed to halt deterioration and to establish the structural stability of an unsafe or deteriorated resource while maintaining the essential form as it presently exists without noticeably changing the exterior appearance of the resource.

#### **SIGNIFICANT CHARACTERISTICS OF HISTORIC OR ARCHITECTURAL RESOURCES:**

Those characteristics which are important to, or expressive of, the historic, architectural, or cultural quality and integrity of the resource and its setting, and which include, but are not limited to, building materials, detail, height, mass, proportion, rhythm, scale, setback, setting, shape, street accessories and workmanship.

**Building Materials:** The physical components and the manner of their utilization which create the aesthetic and structural appearance of the resource, including, but not limited to, a consideration of the texture, nature and style of the components and their combinations, such as brick, stone, shingle, wood, concrete or stucco.

**Detail:** The architectural aspects which, due to particular treatment, draw attention to certain parts or features of a structure.

**Height:** The vertical dimension of a given structure, building or monument.

**Proportion:** The relative physical sizes within and between buildings and building components.

**Rhythm:** A regular pattern of shapes including, but not limited to, windows, doors, projections, and heights, within a building, structure, or monument, or a group of the same.

**Scale:** The harmonious proportion of parts of a building, structure or monument to one another and to the human figure.

**Setting:** The surrounding buildings, structures or monuments or landscaping which provides visual aesthetic, or auditory quality to the historic or architectural resources.

**Shape:** The physical configuration of structures or buildings or monuments and their component parts including, but not limited to, roofs, doors, windows and facades.

**Street Accessories:** Those sidewalks or street fixtures which provide cleanliness, comfort, directions or safety, and are compatible in design to their surroundings, and include, but are not limited to, trash receptacles, benches, advertising, displays, signs, lights, hydrants, and landscaping, including but not limited to, trees, shrubbery and planters.

STRUCTURE: Anything constructed or erected, the use of which requires permanent location on the ground or which is attached to something having a permanent location on the ground. This includes, but is not limited to, buildings, fences, walls, driveways, sidewalks, parking areas, and signs. (Ord. 80-29, 12-16-1980 as amended)

Section III: That Title 11, Chapter 10, Article B, Section 11-10B-3 of the Enid Municipal Code 2003 is hereby amended to read as follows:

### **11-10B-3: AREA OF JURISDICTION:**

This article shall apply to all areas within the jurisdiction of the City, except those areas which are zoned C-4 central business, in which case any property owner located in a C-4 central business district may apply for voluntary designation. (Ord. 80-29, 12-16-1980 as amended)

Section IV: That Title 11, Chapter 10, Article B, Section 11-10B-4 of the Enid Municipal Code 2003 is hereby amended to read as follows:

### **11-10B-4: HISTORIC PRESERVATION COMMISSION:**

- A. Creation; Membership: There is hereby created the Historic Preservation Commission of the City. Its members shall be appointed by the Mayor with the approval of the Mayor and Board of Commissioners except as to the member to be elected by the Metropolitan Area Planning Commission. In making the appointments to the Commission, the Mayor shall attempt to maintain a balance of interests and skills on the Historic Commission by assessing the individual qualifications, including, but not limited to, their knowledge or interest in any one or more of the following: architecture, history, landscape architecture, structural engineering, lending and finance, and commerce. All members shall have knowledge of, and interest in, historic preservation and will have demonstrated their civic interest and knowledge of the history of the community. Such Commission shall be composed of the following persons, all of whom shall be residents of the City.
  - 1. One member shall be a registered architect;
  - 2. One member shall be a historian;
  - 3. One member shall be an attorney;
  - 4. One member shall be a licensed real estate broker;
  - 5. One member of the Metropolitan Area Planning Commission who shall be elected by the Metropolitan Area Planning Commission, and
  - 6. One member from each designated historic preservation district within the City.
- B. Terms; Compensation:
  - 1. The term of each Commission member shall be for three (3) years or until his or her successor takes office.
  - 2. Members may be appointed to fill the remainder of vacant terms.
  - 3. All members of the Commission shall serve without compensation.
  - 4. Initially, two (2) members shall be appointed for one year, two (2) for two (2) years, and one for three (3) years.
- C. Meetings And Rules:

1. The Commission shall be empowered to adopt rules for the conduct of its business. The Commission shall elect a chairman who shall serve for one year and who shall be eligible for reelection. The Commission shall elect a vice-chairman who shall serve for one year and who shall be eligible for re-election.
  2. All meetings of the Commission shall be held at four o'clock (4:00) P.M. on the first Thursdays of each month and shall be open to the public. If a special meeting is needed it will be held the third Thursday of the month at four o'clock (4:00) P.M.
  3. Any person, or his duly appointed representative, shall be entitled to appear and be heard on any matter before the Commission.
  4. The Commission shall keep a record of its proceedings, a copy of which shall be filed for public view in the office of the City Clerk.
  5. No business of the Commission may be conducted unless a quorum of not less than four (4) members is present. The concurring vote of four (4) members is sufficient to approve or disapprove any act or action of the Commission.
  6. The Planning Administrator, or the designated representative of such Administrator, shall act as secretary of the Commission and shall attend and keep the minutes of all meetings. He or she shall act in an advisory capacity only and may participate in the Commission's discussions but shall have no vote. The Planning Administrator and the staff of the Community Development Department shall assist the Commission in discharging its duties.
- D. Duties: Unless otherwise specified in this article, the duties of the Historic Preservation Commission shall include, but may not be limited to, the duty to:
1. Prepare or cause to be prepared a comprehensive inventory of historic, architectural, and archeological resources within the City.
  2. Prepare or cause to be prepared a general Historic Preservation Plan to be incorporated within the comprehensive plan of the City.
  3. Prepare findings of fact relating to the recommendation for designation of historic, architectural, and archeological resources.
  4. Prepare findings of fact pursuant to action taken by the Commission relating to Certificates of Appropriateness.
  5. Make recommendations to the Mayor and Board of Commissioners concerning the acquisition of development rights, facade easements, and the development of historic preservation plans.
  6. Make recommendations to the Mayor and Board of Commissioners concerning grants from federal and state agencies, private groups and individuals and the utilization of budgetary appropriations to promote the preservation of historic, architectural, or archeological resources; and, when so directed by the Mayor and Board of Commissioners may oversee historic projects or programs.
  7. Increase public awareness of the value of historic, architectural or archeological resources by developing and participating in public information programs and by recommending the update of the preservation program and by the giving of advice to owners or residents of such resources as to the problems and techniques of preservation work; and further, by placing monuments and markers at historic sites as chosen by the Commission.

8. Comment and make recommendations concerning actions undertaken by other city agencies or actions of other governmental units with respect to the effect of such actions upon historic, architectural, and archeological resources.
9. Conduct a periodic review of the status of designated landmarks and historic districts and provide periodic reports on the findings of said review, along with any resolutions for action, as considered appropriate, to the Mayor and Board of Commissioners. (Ord. 80-29, 12-16-1980 as amended)
10. Review requests for demolition of properties listed in the National Register of Historic Places and make comments and recommendations to the property owners with respect to the degree to which the proposed removal of the historic resource(s) would serve to change the overall historic culture of the community.

#### **11-10B-5: DISTRICT CREATED:**

There is hereby created the HP Historic Preservation Zoning District. (Ord. 80-29, 12-16-1980 as amended)

#### **11-10B-6: GENERAL PROVISIONS AND DESCRIPTION:**

The HP Historic Preservation District and its regulations may be applied to property located in any other zoning district, whether residential, commercial, industrial or agricultural, in accordance with the provisions of this article. The HP Historic Preservation District is intended to be an overlay zoning district and the regulations imposed by such district shall be in addition to the regulations of the underlying zoning district applicable to the subject parcel or area. All provisions of this article, including the definitions contained therein, shall be applied to this district. (Ord. 80-29, 12-16-1980 as amended)

#### **11-10B-7: DISTRICT IDENTIFICATION:**

Tracts, buildings, sites or areas designated by the Mayor and Board of Commissioners as being within the HP Historic Preservation District shall be identified on the official zoning map of the City and in other official writings by the suffix "HP". (Ord. 80-29, 12-16-1980 as amended)

#### **11-10B-8: DISTRICT REGULATIONS:**

The designating ordinance shall prescribe the significant exterior architectural features; the types of construction, alteration, demolition and removal, other than those requiring a building or demolition permit that should be reviewed for appropriateness; the design guidelines for applying the criteria for review of appropriateness; permitted uses; special uses; height and area regulations; sign regulation; and parking regulations. (Ord. 80-29, 12-16-1980 as amended)

#### **11-10B-9: ORDINARY MAINTENANCE AND REPAIR:**

Nothing in this article shall be construed to prevent ordinary maintenance or repair of any structure, except exterior change. (Ord. 80-29, 12-16-1980 as amended)

## **11-10B-10: USES ADJACENT TO DISTRICT:**

Any use permitted in a residential, commercial, business, or industrial district while lying adjacent to, or across the street from, structures or areas falling within the HP Historic Preservation District shall be screened or designated, as appropriate, so as to minimize its effect upon such structures or area. This required screening or design is specifically made applicable to all properties and uses whether coming into existence prior to the enactment date of this title or subsequently coming into existence. (Ord. 80-29, 12-16-1980 as amended)

## **11-10B-11: ZONING DESIGNATION PROCESS:**

- A. Review: The City may designate tracts and sites for inclusion within the historic landmark district and/or the Historic Preservation District in the same manner prescribed for the designation of other zoning districts and subject to compliance with this article; however, all designations of tracts and sites for inclusion within the preservation district shall be reviewed and considered by the Historic Preservation Commission. Such Commission shall forward its recommendation regarding a proposed designation to the Metropolitan Area Planning Commission and Mayor and Board of Commissioners.
- B. Proposal Of Designation: The initiation of a proposal of designation may be made by the Commission, the Mayor and Board of Commissioners, the Metropolitan Area Planning Commission or on the application of any owner or owners of the parcels to be designated or their authorized agents. Any such application shall be made upon forms or pursuant to standards set by the Commission for this purpose.
- C. Notice Of Consideration Of Designation:
  - 1. Notice of consideration of a district designation by the Historic Preservation Commission shall be the same as is required for consideration of the adoption or amendment of zoning district boundaries by the Metropolitan Area Planning Commission and in this title.
  - 2. As a part of such notice, the Planning Administrator shall notify the owner or owners of record of affected properties by certified mail with return receipt requested of the proposed designation, including a copy of the proposed designation ordinance, a letter outlining the basis for the designation, and the obligations and restrictions which result from such designation.
- D. Testimony Or Documentary Evidence: The Commission may solicit and present expert testimony or documentary evidence regarding the historic, architectural, archeological, or cultural importance of the property or district proposed for designation.
- E. Plans And Programs: It shall be the duty of the Planning Administrator, or Administrator's designate, to report to the Commission as to the existence of such plans, programs, or authorization which might have application to the property proposed for designation, and further to offer a professional opinion as to whether or not the proposed designation is in accordance with such plans, programs or authorizations.
- F. Written Findings Of Commission: As part of every such proposed designation, or proposed amendment of a designation, the Commission shall state in written form to the Metropolitan Area Planning Commission and to the Mayor and Board of Commissioners the attributes of the area or property proposed for designation or the degree to which such

attributes relate, and comply with, the review criteria set forth in this article. In addition, the Commission shall state in writing:

1. Whether or not, in its review, designation would be in compliance with prior actions of the Mayor and Board of Commissioners approving plans, program or authorizations for public trusts, agencies or authorities of the City;
  2. The proposed design guidelines for applying the criteria for review of Certificates of Appropriateness to the districts proposed for designation;
  3. The recommendation as to appropriate permitted uses, uses permitted on review, height and area regulations, sign regulations and parking regulations necessary or appropriate to the preservation of the district proposed for designation.
- G. Notice Of Approvals Or Disapprovals: The Planning Administrator shall officially notify the Commission of all approvals or disapprovals of designation ordinances at the next regular meeting of the Commission following Mayor and Board of Commissioners action.
- H. Amendment Or Repeal Of Designation: The Commission shall have the authority to effect the amendment or repeal of any designation of a site, structure, building, district, or monument in the same manner and according to the same procedures provided herein for the original designation. (Ord. 80-29, 12-16-1980 as amended)

## **11-10B-12: INTERIM CONTROL:**

- A. Resolution Authorizing Alteration, Removal Or Demolition: No building permit shall be issued by the City for alteration, construction, demolition or removal of any property or structure within a nominated historic district from the date of the meeting of the Commission at which an application form is first presented until its final disposition by the Mayor and Board of Commissioners unless such alteration, removal or demolition is authorized by formal resolution of the Mayor and Board of Commissioners as necessary for public health, welfare or safety. In no event shall the delay be for more than one hundred eighty (180) days, except as provided in section [11-10B-15](#) of this article.
- B. District Designation; Criteria: A site, structure, building, district or monument may be designated for preservation as a landmark or historic district and thus may be included within the Historic Preservation District if such possesses the following attributes within the categories below:
1. Historic, Cultural Category:
    - a. Such has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the locality, state, or nation; or is associated with the life of a personality significant to the past; or
    - b. Such is the site of a historic event with a significant effect upon the development, heritage or cultural characteristics of the locality, state, or nation; or
    - c. Such exemplifies a facet of the cultural, political, economic, social or historic heritage of the community.
  2. Architectural, Engineering Category:
    - a. Such portrays the environment in an era of history characterized by a distinctive architectural style; or

- b. Such embodies those distinguished characteristics of an architectural type or engineering specimen; or
  - c. Such is the work of a designer or architect or contractor whose individual work has influenced the development of the community or of this nation; or
  - d. Such contains elements of design, detail, materials or craftsmanship which represents a style unique to the past; or
  - e. Such is a part of or related to a square, park or other distinctive area and thus, should be developed and preserved according to a plan based on a historic, cultural or architectural motif; or
  - f. Such represents an established and familiar visual feature of the neighborhood, community or skyline owing to its unique location or singular physical characteristics.
3. Architectural Category:
- a. Such has yielded, based upon physical evidence, information important to the history or prehistory; or
  - b. Such is part of, or related to, a distinctive geographical area which should be developed or preserved according to a plan based on cultural, historic or architectural motif. (Ord. 80-29, 12-16-1980 as amended)

### **11-10B-13: CERTIFICATE OF APPROPRIATENESS:**

- A. Required In Certain Instances: A Certificate of Appropriateness shall be required in the following instances before the commencement of work upon any structure or site located within the HP Historic Preservation District:
  - 1. Whenever such work requires a building permit issued by the City.
  - 2. Whenever such work includes the application of paint to a previously unpainted brick or masonry exterior surface of the construction or enlargement of a driveway or parking area.
  - 3. Whenever such work includes the construction, erection, moving, demolition, reconstruction, rehabilitation, restoration, stabilization or alteration of the exterior of any structure or site, except when such work satisfies all the requirements for "ordinary maintenance and repair" as defined in this article.
- B. Application For Building Permit: No building permit shall be issued by the building official for any structure or site located within the HP Historic Preservation District until the application for such permit has been reviewed by the Commission and a Certificate of Appropriateness approved by the Commission.
- C. Copies Of Plans And Specifications: When applying for such a permit, the applicant shall furnish two (2) copies of all detailed plans, elevations, perspectives and specifications, and the Planning Administrator shall forward to the Commission such application for a building permit within five (5) days of receipt thereof. Any applicant may request a meeting with the Commission before submitting an application and may consult with the Commission during the review of the permit application.
- D. Approve Or Disapprove Certificate: Upon review of the application, the Commission shall determine whether the proposed work is of a nature which will adversely affect any historic or architectural resource and whether such work is appropriate and consistent

with the spirit and intent of this article and the designating ordinance. The Commission shall apply the criteria established by this article and based thereon shall approve or disapprove such Certificate of Appropriateness. If the Commission disapproves such a Certificate of Appropriateness, no permit shall be issued and the applicant shall not proceed with the proposed work.

- E. Guidelines To Supplement Regulations: The Commission shall develop such guidelines as it may find necessary to supplement the provisions of this article and to inform owners, residents and the general public of those techniques which are considered most proper for undertaking work relating to historic and architectural resources. The Commission shall have the opportunity to advise the Mayor and Board of Commissioners concerning provisions in the building, electrical, plumbing, heat and air and housing codes and other codes which affect preservation work.
- F. New Construction; Reasons For Disapproval:
  - 1. It is not the intent of this article to limit new construction to any one period or architectural style, but to preserve the integrity of historic and architectural resources and to ensure the compatibility of new work constructed in the vicinity.
  - 2. In the case of the disapproval of plans by the Commission, the Commission shall state in writing the reasons for such disapproval and may include suggestions of the Commission in regard to actions the applicant might take to secure the approval of the Commission as to the issuance of a Certificate of Appropriateness.
- G. Archeological Resources: With regard to the development of a property containing a designated archeological resource, a Certificate of Appropriateness shall be required prior to the issuance of the permit for which the applicant has applied; and further, the following requirements shall be satisfied:
  - 1. Archeological resources shall be protected from inappropriate or improper digging by demonstration by the applicant that the appropriate permits and standards are met for study as set by the Oklahoma Historical Society.
  - 2. Any discovered materials shall be properly recorded, reported, stored or exhibited according to the standards set by the Oklahoma Historical Society.
  - 3. All development affecting the designated archeological resource shall provide for the permanent preservation of the resource or provide for the completion of the necessary work as recommended by the qualified archeologist.
  - 4. Prior to the hearing by the Commission for issuance of the Certificate of Appropriateness, the applicant or the Commission shall cause to have presented the comments and recommendations of a qualified archeologist with respect to the resource under consideration and the application which would affect it.
- H. Review By Commission; Criteria:
  - 1. The Commission may approve a Certificate of Appropriateness subject to certain conditions. Work performed pursuant to the issuance of a Certificate of Appropriateness shall conform to the requirements of such certificate, if any. It shall be the duty of the Planning Administrator and the Code Enforcement Department to inspect from time to time any work performed pursuant to a Certificate of Appropriateness to assure such compliance.
  - 2. In the event that such work is not in compliance, the Planning Administrator shall issue a stop work order. The Commission may request by resolution that the Planning Administrator inspect the work and issue a stop work order.



3. The Commission shall be guided by the following review criteria:
  - a. The purpose and intent of this article.
  - b. The degree to which the proposed work may destroy or alter all or part of a resource.
  - c. The degree to which the proposed work would serve to isolate the resource from its historic or architectural surroundings, or would introduce visual, audible, vibratory or polluting elements that are out of character with the resources and its setting, or that adversely affect the physical integrity of the resource.
  - d. The compatibility of the building materials with the aesthetic and structural appearance of the resource, including, but not limited to, the consideration of texture, style, color or the components and their combinations of elements such as brick, stone, concrete, shingle, wood or stucco.
  - e. The compatibility of the proposed design to the significant characteristics of the resource, including, but not limited to, a consideration of a harmony of materials, details, height, mass, proportion, rhythm, scale, setback, shape, street accessories, and workmanship.
- I. Authority Of Planning Administrator: The Commission, at its discretion, may authorize the Planning Administrator to administer the provisions of this section. Any decision by the Planning Administrator regarding the review and approval of a Certificate of Appropriateness may be appealed to the Commission. (Ord. 80-29, 12-16-1980 as amended)
  1. The Planning Administrator and staff may approve a Certificate of Appropriateness for the following areas without prior approval from the Historic Preservation Commission:
    - a. Any changes to exterior paint when the applicant is using a paint color from a designated historic palette from any major paint company. If it is the intention of the applicant to paint masonry material the application must be taken to the Historic Preservation Commission.
    - b. Any changes to the fence when the applicant is applying for a wrought iron, picket or brick fence. If a solid wood or stockade fence is applied for there must be a decorative feature proposed to be included in the design. Chain link fencing is not allowed within the historic district.
    - c. Any replacement of the driveway that is not changing the current size or location of the current driveway.
    - d. Any changes to the roof or shingles when the same color and style of shingle is being used to replace the current shingles.
    - e. Any changes to any non-historic features of the home that aren't visible from the street as long as there isn't a greater impact on the house or neighborhood.

**11-10B-14: CERTIFICATE OF ECONOMIC HARDSHIP:**

- A. Application: Application on forms prescribed by the Commission for a Certificate of Economic Hardship may be made by the owner or his agent who has been denied a Certificate of Appropriateness for any work specified in section [11-10B-13](#) of this article.
- B. General Requirements And Procedures: The Commission may require that the applicant for a Certificate of Economic Hardship make submissions concerning any or all the following information before it makes a determination on the application:
1. An estimate of the cost of the proposed construction, alteration, demolition or removal, and estimate of any additional cost that would be incurred to comply with the recommendations of the Historic Preservation Commission for changes necessary for the issuance of a Certificate of Appropriateness.
  2. A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation.
  3. The estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition or removal; after any changes recommended by the Historic Preservation Commission and, in the case of a proposed demolition, after renovation of the existing property for continued use.
  4. In the case of a proposed demolition, an estimate from an architect, developer, real estate consultant, appraiser or other real estate professional experienced in rehabilitation as to the economic feasibility or rehabilitation or reuse of the existing structure on the property.
  5. Amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased, and any terms of financing between the seller and buyer.
  6. If the property is income producing, the annual gross income from the property for the previous two (2) years; itemized operating and maintenance expenses for the previous two (2) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period.
  7. Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous two (2) years.
  8. All appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing or ownership of the property.
  9. Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two (2) years.
  10. Assessed values of the property according to the two (2) most recent assessments.
- C. Public Hearing Required. After the application for Certificate of Economic Hardship has been submitted, the Commission shall hold a public hearing at which any person may testify concerning economic hardship.
- D. Determination Of Economic Hardship: The Commission shall review all the evidence and information required of any applicant for a Certificate of Economic Hardship and make a determination within forty five (45) days of receipt of the application, whether the denial of a certificate of appropriateness has deprived, or will deprive, the owner of the property of reasonable use of, or economic return on, the property. If the Commission disapproves such a Certificate of Economic Hardship, the applicant shall proceed with

work only when issued a Certificate of Appropriateness as provided in section [11-10B-13](#) of this article. (Ord. 80-29, 12-16-1980 as amended)

### **11-10B-15: DEMOLITION APPROVAL; PROCEDURE:**

- A. Approval; Certification Required: No structure or site within any HP Historic Preservation District shall be demolished or removed unless such demolition shall be approved by the Commission and a Certificate of Appropriateness for such demolition shall be granted.
- B. Procedure And Postponement Orders:
  - 1. The Commission shall hold a public hearing for the purpose of considering a Certificate of Appropriateness for demolition or removal. After such hearing, the Commission may approve the Certificate of Appropriateness thereby authorizing the demolition or the Commission may deny the Certificate of Appropriateness and postpone the demolition or removal for a period not to exceed one hundred eighty (180) days.
  - 2. At the conclusion of such period of postponement as specified, the Commission, within forty five (45) days thereafter, shall hold a second public hearing for the purpose of considering whether or not the Commission should recommend to the Mayor and Board of Commissioners that additional postponement of demolition be ordered.
  - 3. In the event the Commission should make such recommendation of additional postponement to the Mayor and Board of Commissioners, the Mayor and Board of Commissioners shall hold a public hearing for the purpose of considering such additional postponement of demolition.
  - 4. At such public hearing, the Mayor and Board of Commissioners may enter an order approving the demolition or may enter an order postponing demolition for an additional period not to exceed one hundred twenty (120) days from the date of such order. At the conclusion of this final period of postponement, the Planning Administrator shall issue a permit approving the demolition.
- C. Criteria For Review Of Demolition: The Commission and Mayor and Board of Commissioners shall be guided by the following criteria in considering Certificates of Appropriateness and authorizations for demolition of structures or sites within the HP Historic Preservation District:
  - 1. The purposes and intent of this article.
  - 2. The degree to which the proposed removal of the historic resources would serve to destroy the integrity and continuity of the Historic Preservation District of which it is a part.
  - 3. The nature of the resource as a representative type or style of architecture, socioeconomic development, historic association or other element of the original designation criteria applicable to such structure or site.
  - 4. The condition of the resource from the standpoint of structural integrity and the extent of work necessary to stabilize the structure.
  - 5. The alternatives available to the demolition applicant, including:
    - a. Donation of the subject structure or site to a public or benevolent agency.

- b. Donation of a part of the value of the subject structure or site to a public or benevolent agency, including the conveyance of development rights and facade easements.
- c. The possibility of sale of the structure or site, or any part thereof, to a prospective purchaser capable of preserving such structure or site.
- d. The potential of such structure or site for renovation and its potential for continuing use.
- e. The potential of the subject structure or site for rezoning in an effort to render such property more compatible with the physical potential of the structure.
- f. The ability of the subject structure or site to produce a reasonable economic return on investment of its owner; provided, however, that it is specifically intended that this factor shall not have exclusive control and effect, but shall be considered along with all other criteria contained in this article. (Ord. 80-29, 12-16-1980 as amended)

**11-10B-16: MINIMUM MAINTENANCE:**

- A. Minimum Requirements; File Resolution: Designated landmarks, or structures, buildings, or monuments within Historic Preservation Districts shall be maintained to meet the minimum requirements of codes and ordinances governing the public health, safety and welfare. The Commission, on its own initiative, may file a resolution with the appropriate codes to require correction of defects or initiation of repairs.
- B. Repair; Landscaping: All persons in charge of a landmark, or structure, building or monument within a historic district shall keep in good repair all of the exterior portions of such resources, including appropriate landscaping.
- C. Parking Certain Vehicles On Private Property: It shall be unlawful and an offense for any person to park any "private passenger vehicle", "commercial vehicle", or "recreational vehicle", as defined in subsection [11-14-8A](#) of this title, in the front yard or exterior side yard of any residence lying within a historic district, unless such vehicle is parked within a designated parking area such as a garage, carport, or driveway. (Ord. 80-29, 12-16-1980 as amended; amd. Ord. 98-06, 3-17-1998)

**11-10B-17: COMMISSION REVIEW; APPEAL:**

- A. Review: All matters regarding property or sites situated within the Historic Preservation District shall be reviewed and considered by the Historic Preservation Commission prior to final action by the Metropolitan Area Planning Commission, the Board of Adjustment or the Mayor and Board of Commissioners.
- B. Right To Appeal: Any person aggrieved by a decision of the Historic Preservation Commission may appeal such decision to the Mayor and Board of Commissioners. Such appeal shall be made in writing and filed with the Planning Administrator within seven (7) days of the date of the aggrieved decision. The Mayor and Board of Commissioners may affirm, overrule, or modify the decision of the Historic Preservation Commission. The Mayor and Board of Commissioners shall be guided by the review criteria specified

in sections [11-10B-12](#) and [11-10B-14](#) of this article. (Ord. 80-29, 12-16-1980 as amended)

### **11-10B-18: TAXES:**

Nothing in this article shall be construed as reason for an increased valuation of property for purposes of ad valorem taxation because of historic designation. (Ord. 80-29, 12-16-1980 as amended)

### **11-10B-19: PROPERTY OWNED BY PUBLIC AGENCIES:**

The requirements, provisions, and purposes of this article shall apply to all property owned by the City or any other public agency; provided, however, designation pursuant to this article shall not affect the validity of prior actions of the Mayor and Board of Commissioners approving plans, programs, or authorizations for public trusts, agencies or authorities of the City without an express amendment of such plan, program or authority. (Ord. 80-29, 12-16-1980 as amended)

### **11-10B-20: KENWOOD AND WAVERLEY HISTORIC DISTRICTS:**

- A. Purpose And Intent: The Kenwood and Waverley Historic District designations are intended to promote the health, safety, economic, cultural, and general welfare of the public by encouraging the conservation and enhancement of the environments specifically in the areas of the City known as Kenwood Addition and Waverley Addition. The purposes of the district designations are:
1. To safeguard the heritage of the City by preserving a district in the City which reflects elements of its cultural, social, economic, political, and architectural history.
  2. To stabilize and improve property values through protective zoning and land use policies.
  3. To foster civic improvement through private property improvement design guidelines.
- B. District Designations:
1. Boundaries:
    - a. Boundaries of the Kenwood Historic District shall include the South 1/2 of Blocks 13, 14, 15, and all of Blocks 26, 27, 28, 30, 31, 32, 41, 43, Lots 5 through 24, Block 29, and Lot 1, Block 42, inclusive, Kenwood Addition to the City as shown by the recorded plat thereof, and any replats which have been filed of record.
    - b. The boundaries of the Waverley Historic District shall include the South half of Blocks 5 and 6 and all of Blocks 11, 12, 13, 14, 15, Waverley Addition; the South half of Block 2 and all of Blocks 3, 4, 5, 6, 7, 8, Waverley 2nd Addition; the South half of Blocks 3 and 4 and all of Blocks 5, 6, 7, 8, Waverley 3rd Addition; Lots 1 through 8, Block 3, Lots 1 through 6, Block 4, Lots 1 through 6, Block 5, Lots 1 through 6, Block 6, Lots 1 through 6, Block 7, Lots 1 through 6, Block 8, Waverley 4th

Addition to the City, as shown on the recorded plat thereof, and any replats which have been filed of record.

2. Overlay Zoning Districts Established:
    - a. The Kenwood Historic District and Waverley Historic District shall each be an overlay zoning district. The underlying zoning on the property designated by the regular zoning district regulations of this title shall continue to regulate the use and development of land unless expressly modified by this article.
    - b. Areas, tracts, or sites within these districts shall henceforth be identified on the official zoning map and in other official writings by the attachment of the suffix "HP" for the underlying zoning district classification.
    - c. Regulations established in this article shall take precedence over all the regulations in this title whether they are more or less restrictive.
  3. The Kenwood and Waverley Historic Districts shall be those areas shown and bounded as such on the official zoning map of the City of Enid, Oklahoma, entitled "Kenwood Historic District" and "Waverley Historic District" each of which is incorporated by reference herein as if fully set out.
- C. Architectural And Historic Significance Of Each District:
1. The City finds and designates the Kenwood Historic District due to its cultural, economic and architectural history.
  2. In particular, the Kenwood Historic District, platted in 1894, contains some of the finest examples of prairie and Victorian cottage architectural styles. The district contains certain residential structures designed by the best architects in the area and which served as homes for prominent early day citizens. The original architectural and structural integrity of many of the residences still exists.
  3. The City finds and designates the Waverley Historic District due to its cultural, economic and architectural history. In particular, the Waverley Historic District, platted in 1902 and 1907, contains fine examples of a variety of architectural styles including bungalows, colonial revival, medieval period revival, Spanish, prairie, and neoclassical styles. The district contains certain residential structures designed by the best architects in the area and which served as homes for prominent early day citizens. The original architectural and structural integrity of many residences still exists.
- D. Regulation Of Structures: No exterior of any structure or site shall be regulated, erected, moved, demolished, reconstructed, rehabilitated, restored, stabilized, or altered within the Kenwood and Waverley Historic Districts unless such action complies with the requirements of this section.
1. Land Use Regulations: The zoning provided in ordinances 86-13 and 86-17 is in accordance with either the current use being made of the property or the original intended use of the property, whichever is more consistent with the overall character of the district. The primary use of the Kenwood and Waverley Historic Districts is single-family residential and the City shall strive to preserve and protect this character. In certain instances there may be structures deteriorated to the extent that they cannot be feasibly used as originally intended. If adaptive reuse is not allowed in these cases, the only alternative is "nonuse" which results in increased deterioration or pressure for demolition. If an owner submits

substantial evidence indicating that a last resort to saving the structure is an alternative use, the Historic Preservation Commission may recommend to the Zoning Board of Adjustment that a use variance be granted. A use variance may be permitted when the resulting conversion of the structure to an alternative use would not compromise the historic, cultural and/or architectural integrity of the structure or the district. If a use variance is granted, it shall be for the particular property involved and shall be for that use only. Should the use discontinue for a period of ninety (90) days, such discontinuance shall establish a presumption of intent to abandon, and then the property may only be used in accordance with the zoning of the property.

2. Design Guidelines:

a. New Construction: The design guidelines for new construction in the Kenwood and Waverley Historic Districts are applicable to the following types of activity:

(1) Types Of Activity:

- (A) Construction of a new building or auxiliary structure;
- (B) Any addition to or alteration of an existing structure which increases the square footage in that structure or otherwise alters its size, height, contour, or outline;
- (C) Addition or removal of one or more stories; or
- (D) Alteration of rooflines.

(2) Guidelines For New Construction:

(A) Intent; Technical Assistance: These guidelines are not intended to discourage contemporary design. Imitation and duplication of architecturally significant details compromises the integrity of both the old and the new. Nevertheless, the guidelines are adopted in order to integrate new construction with existing structures in such a way that they harmonize with the surrounding environment of the historic district. Technical assistance is available to the public through the City's Historic Preservation Commission when specific projects are affected by new construction guidelines.

(B) Specific Guidelines:

- i. The height of new buildings or additions to existing structures must be no greater than the cornice height of the highest contributing structure within the same block on the same side of the street.
- ii. The building setbacks and rhythm of spacing of buildings along the same side of a street within a block must be maintained when new construction is proposed.
- iii. The directional expression and sense of entry of buildings along the street facade must be maintained when new construction is proposed.

Further, garages should be set back behind the house if that is the prevailing pattern in the area.

- iv. The materials, colors and textures of new construction must be consistent and compatible with the existing contributing structures within the same block on the same side of the street.
- v. The scale (the proportion between 2 sets of dimensions) of new construction must be consistent and compatible with the existing contributing structures within the same block on the same side of the street.
- vi. New construction within a historic district shall be consistent and compatible with existing and prevailing elements of contributing structures in the block with regard to all of the following design elements:

Rhythm of solids and voids on the front facade, which is the rhythm of masses to openings.

Rhythm and proportion of window and door openings, including the width and height relationships of windows and doors.

Rhythm of entrance and/or porch projections.

Relationship of architectural details, including shutters.

Relationship of ground cover and landscaping, primarily mass and continuity.

Relationship of roof shapes; i.e., gable, hip, or mansard.

Walls of continuity which involves the physical ingredients which form continuous walls of enclosure along the streets, including walls, facades, fences, trees, or a combination of these.

(C) Waiver: The City understands that some sites may have their own unique problems and may require special consideration. A strict interpretation of these guidelines may be waived on a case by case and item by item basis by the Historic Preservation Commission.



b.Rehabilitation: The design guidelines for rehabilitation in the Kenwood and Waverley Historic Districts are as follows:

(1) Guidelines For Rehabilitation:

- (A) 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.
- (B) 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.
- (C) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historic basis and which seek to create an earlier appearance shall be discouraged.
- (D) 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.
- (E) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
- (F) Deteriorated architectural features shall be repaired rather than replaced wherever 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.

- (G) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sand blasting and other cleaning methods that will damage the historic building materials shall not be permitted.
- (H) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.

- (I) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood or environment.
  - (J) Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.
  - (K) Interpretation: The Secretary of the Interior has prepared guidelines for rehabilitating historic buildings. The City will use these guidelines as a reference when interpreting the guidelines listed above.
- c. Technological Advancements: The design guidelines for technological advancements relate to certain accessory appurtenances to development which may compromise the integrity of the Kenwood and Waverley Historic Districts. For this reason, the following standards shall be used when addressing technological advancements that have occurred since the district was developed. Any technological advancements visible from the street facade require a Certificate of Appropriateness prior to installation. Examples of same technological advancements are as follows:
- (1) Synthetic Siding:
    - (A) Synthetic clapboard siding may be permitted in the construction of a new building if the dimensions, colors and textures match that of the contributing structures on the same block.
    - (B) Synthetic siding may be permitted when proposed for any addition to, or alteration of, an existing structure if such siding is consistent with the dimensions, colors and textures of the contributing structures on the same block.
  - (2) Satellite Dishes: Satellite dishes shall be located in the rear yard and screened so that they are not visible from any street.
  - (3) Solar Panels And Skylights: Solar panels and skylights are permitted if they are constructed parallel to, and project no more than eight inches (8") from, the surface of the roof. Solar panels shall not be visible from any street.
  - (4) Fences: Walls of continuity (subsection D2a(2)(B)vi under design guidelines for new construction) addresses this concern. However, it should be emphasized that fence materials should enhance rather than detract from the property they protect. The Commission suggests wrought iron, picket fencing, or brick walls to add to the historic spirit of the neighborhood. Chain link fences are prohibited unless properly screened by foliage.

- (5) Window Air Conditioners: Window air conditioners should not be placed in the front façade. Any remote or exterior mechanical equipment should be placed behind the front yard setback and be screened so that they are not visible from any street.
  - (6) Storm Windows And Doors: Storm windows and doors are not permitted in the construction of a new building. Storm doors and windows may be permitted on the exterior of existing contributing structures if such doors or windows are consistent with the original structural design.
3. Certificates Of Appropriateness:
- a. A Certificate of Appropriateness is required in the following instances before the commencement of work upon any structure or site located within the historic district:
    - (1) Whenever such work requires a building permit issued by the City. No building permit shall be issued by the building official for any structure or site located within a historic district until the application for such permit has been reviewed by the Historic Preservation Commission and a Certificate of Appropriateness is approved by the Commission.
    - (2) Whenever such work includes the application of paint to previously unpainted brick or masonry exterior surface or the construction or enlargement of a driveway or parking area.
    - (3) Whenever such work includes the construction, erection, moving, demolition, reconstruction, rehabilitation, restoration, stabilization, or alteration of the exterior of any structure or site, or the installation of a technological advancement, except when such work satisfies all the requirements for ordinary maintenance and repair.
  - b. Certificate Of Appropriateness Application Procedure:
    - (1) When applying for such certificate, the applicant must furnish two (2) copies of all detailed plans, elevations, perspectives and specifications, and the Planning Administrator shall forward to the Commission such application for a certificate within five (5) days of receipt thereof. Any applicant may request a meeting with the Commission before submitting an application and may consult with the Commission during the review of the application.
    - (2) Upon review of the application, the Commission will determine whether the proposed work is of a nature which will adversely affect any historic or architectural resource and whether such work is appropriate and consistent with the spirit and intent of the designating ordinance. The Commission will apply the criteria listed below and, based thereon, shall approve or disapprove the Certificate of Appropriateness. If the Commission disapproves the Certificate of Appropriateness, no permit will be issued and work cannot proceed.

- c. Certificate Review Procedure: The Historic Preservation Commission will use the following criteria when reviewing the application. The Commission shall determine whether or not the application complies with:
- (1) The purpose and intent of the designation ordinance.
  - (2) The degree to which the proposed work may destroy or alter all or part of a resource.
  - (3) The degree to which the proposed work would serve to isolate the resource from its historic or architectural surroundings or would introduce visual, audible, vibratory, or polluting elements that are out of character with the resource and its setting, or that adversely affect the physical integrity of the resource.
  - (4) The compatibility of the building materials with the aesthetic and structural appearance of the resource, including, but not limited to, the consideration of texture, style, color, or the components and their combinations of elements such as brick, stone, concrete, shingle, wood, or stucco.
  - (5) The compatibility of the proposed design to the significant characteristics of the resource, including, but not limited to, the consideration of a harmony of materials, details, height, mass, proportion, rhythm, scale, setback, shape, street, accessories, and workmanship. (Ord. 80-29, 12-16-1980 as amended)

## Appendix D

### *Photographs of Individual Properties for Nomination to the National Register of Historic Places*

#### **Residential Properties**

##### **Gannon Farm House**

(Major Housing Developer in Enid)

Address: 1702 W. Oklahoma

Built: 1904 (below)



##### **Ehly Mansion**

(Interior designed by Mr. J. C. Penney  
of J.C. Penney Co.)

Address: 524 S. Hayes

Built: 1929 (above)

##### **Green House**

(Served as Enid General Hospital)

Address: 401 E. Broadway

Built: Unknown (below)



##### **Los Pimentos Apartments**

Address: 1510 E. Broadway

Built: 1927 (above)

## Public Properties

### Convention Hall

(WWI Memorial/Renamed Mark Price Arena-1993)

Address: 125 W. Cherokee

Built: 1921 (below)



### Veterans of Foreign Wars (VFW) Hall

(Unique Eclectic Architecture-Domed Roof)

Address: 621 N. Independence

Built: 1956 (above)

### Boys Scouts of America Building

(Old Salvation Army Building)

Address: 317 N. Grand

Built: Unknown (below)



### Midgley Museum

(Originally a Home)

Address: 1001 Sequoyah Dr.

Built: 1945 (above)

### Fire Station Building

(Leased by Horn of Plenty)

Address: 121 N. 16th

Built: 1927 (right)



## Educational Properties

### Phillips University - Library

(Original Library)

Address: Phillips University

Built: 1913 (below)



### Phillips University-Clay Hall

(Original Women's Dorm)

Address: Phillips University

Built: 1941 (above)

### Phillips University – Marshall Building & Bivens Chapel

(Gothic Architecture)

Address: Phillips University

Built: 1948 (below)



### Phillips University - Music Hall

(Original Student Union)

Address: Phillips University

Architect: Walter T. Vahlberg

Built: 1939 (above)

**Enid High School**

Address: 611 W. Wabash

Built: 1911 (below)



**Harrison Elementary School**

Address: 212 W. Birch

Built: 1920 (above)



**Taft Elementary School**

Address: 1002 Ramona

Built: 1940 (above)



## Commercial Properties

### **Alton Mercantile Building**

(Leonardo's Discovery Warehouse, Sears Warehouse)

Address: 200 E. Maple

Built: 1909 (below)



### **Fosset Funeral Home**

(Originally a home, now Stepping Stones)

Address: 701 W. Maine

Built: 1910 (above)



### **Bradford Warehouse**

Address: 201 E. Elm

Built: 1900 (above)

## Church Properties

### St. Paul's Lutheran Church

Address: 1632 E. Broadway

Built: 1926 (below)



### University Place Christian Church

Address: 2107 E. Broadway

Built: 1908 (above)

### First Pentecostal Holiness Church

(One of First Churches of Oral Roberts)

Address: 622 W. Pine

Built: 1947 (below)



### St. Matthew's Episcopal Church

Address: 518 W. Randolph

Built: 1936 (above)

**First Presbyterian Church**

Address: 502 W. Maine

Built: 1906 (below)



**St. Francis Xavier Catholic Church**

Address: 110 N. Madison

Built: 1920 (above)

**Transportation Properties**

**Santa Fe Passenger Depot**

Address: 200 W. Walnut

Built: 1917 (below)



**Santa Fe Freight Depot**

Address: 702 N. Washington

Built: 1927 (above)

**Potential  
Enid Landmark Inventory Properties**

**Midwestern Building**

Address: 312 N. Van Buren

Architect: Unknown

Built: 1960 (below)



**Central National Bank**

Address: 324 W. Broadway

Architect: D.A. Smith & Associates

Built: 1961 (above)

**Security National Bank**

Address: 201 W. Broadway

Architect: Unknown

Built: 1945 (below)



**Enid Public and Garfield County Library**

Address: 120 W. Maine

Architect: D.A. Smith & Associates

Built: 1963 (above)

**House**

Address: 1806 Mockingbird

Architect: Frank L. Davies

Built: 1960 (right)



## *Common Architectural Styles Located Within the City of Enid*

### COMMERCIAL STYLES

**Plains Commercial** style is a utilitarian building characterized by modest architectural details. Two story brick buildings are typical with large display windows on the first floor with small residential type windows on the second floor. Ornamental detail is usually executed in brick, stone or wood and of regional materials.



Plains Commercial  
120 E. Randolph Avenue

**Spanish Eclectic** style is characterized by the window crowns, usually arched atop of narrow arched windows. Two and three story buildings are typical with exterior of building having a predominant stucco appearance. Red tile shingles are used on window awnings to enhance the theme. Ornamental detail is usually executed in stone, brick, metal, terra cotta, or wood.



Spanish Eclectic  
104 N. Independence Avenue

**Art Deco** style is recognized by the ability of the building to force the eye upward. Elements such as windows and doors are emphasized vertically. Decorative elements that can accompany this style are zigzags, chevrons and other vertically enhancing items.



Art Deco – County Courthouse  
114 W. Broadway Avenue

**Italian Renaissance** styles are noted by tile on the roof, with arches above doors and usually accented by small classical columns or pilasters, façade is most commonly symmetrical. The flat roof style will often be adorned with a belt course atop the first story. Occasionally a balustrade or other decoration that resembles a balustrade will appear along the roof accompanied with a cornice.



Italian Renaissance –Kress Building  
129 W. Maine Street

**Eclectic** style in architecture is applied when 2 or more styles are used together.



Eclectic – VFW Hall  
621 N. Independence

## **PUBLIC - SEMI PUBLIC**

**Gothic Revival** style is reflected in this church with a wall surface of native stone that extends all the way to the roof line. Windows are most commonly found with a pointed arch (lancet), however regional preferences are seen here and are still decorated with detailing. Although it is not prominent, this church also has a gothic style spire.



Gothic Revival – Catholic Church  
110 N. Madison Avenue

**International** style can be identified by a flat roof without a ledge at the roof line; the windows will often be in metal casements, with an emphasis on vertical panes. Floor to ceiling windows and window/door combinations may be evident. The walls are smooth and unornamented with little to no decorative elements on doors or windows. The façade of the building is usually symmetrical.



International –Post Office  
115 W. Broadway Avenue

**Spanish Mission** style is commonly associated with the use of mission style parapets that extend beyond the roof line and red tile on the roof. The exterior wall surface will usually be a smooth stucco. The façade of the building will normally be symmetrical. A visor roof is unusual however evident in this style, it will be narrow tiled roof segments that protrude from a flat roof. A quatrefoil window is common on the mission style parapet.



Spanish Mission –Los Pimientos Apartments  
1510 E. Broadway Avenue

## RESIDENTIAL STYLES

**Vernacular** style is a term in architecture that categorizes a method of construction which uses locally available resources to address the local needs and preferences. It evolves over time and reflects the culture, environment and historical context that exist in the region. The style of vernacular homes is often a combination of two or more styles that appealed to the home builder at the time of construction.



Midgley Museum  
1001 Sequoyah Avenue

**Queen Anne** style is subdivided into two sets of overlapping features, one is the variation of the shape and the second is the distinctive patterns of the decorative detailing. Common to Queen Anne is a steeply pitched hip roof with asymmetrically placed lower cross gables. When a tower is present it is usually placed at one corner of the façade. Decorative elements include turned spindlework for the balustrades, cutaways under gables, spandrels and knob-like beads, this is often referred to as gingerbread ornamentation. Gables are ornamented with patterned shingles or elaborate motifs. Avoiding flat wall surfaces is a significant theme in this style.



801 E. Maine Avenue

**Mid-Century Modern** style homes are identified by large sloping roofs. Usually built from the 1950s to 1970s, the façade is compiled by a variety of textures, brick, lap siding and/or a vertical siding can be seen from the street. The fireplace is a significant architectural element and in many cases can be seen in the center of the home.



2005 E. Broadway Avenue

**Mediterranean** style is characterized by low pitch hipped, red tile roof and light color stucco exterior. The entrance is accentuated by classical columns or pilasters. A courtyard in this example is created within the two projecting wings. Second story balconies (balconets) and restrained ornamentation are characteristic of this style. The overall construction will be similar, however regional materials will be used to complete a local version, as seen on the Solidani Mansion.



1005 W. Wabash Avenue

**Prairie** style is commonly associated with Frank Lloyd Wright. Low-pitched roof, usually hipped, with widely overhanging eaves and one storied wings or porches. Front entrance is normally inconspicuous. Main feature of architectural elements create an emphasis on the horizontal. Dormer, contrasting trim colors on eaves and cornice, and horizontal siding are the decorative elements that are designed to accent the horizontal style of this home.



1523 W. Broadway

**Tudor** style emphasizes the steeply pitched dominant forward facing cross gable. Gables will always be the main accent on the home, however they may be single, multiple, extended or overlapping. The most recognized Tudor decorative element is the use of decorative half-timbering on the gables. Chimneys are usually large with decorative pots on top. Traditionally double hung sash windows are used. A projecting window sitting on corbels, called an oriel, is also a common element. Doorways are a common place to accent with stone work. Cladding may be stucco, brick, stone and wooden, however the steep dominant gable is still the main feature and the entrance will be accented.



1630 W. Maine

**Shotgun** style homes earn this name by the nature of the home layout. Literally you could shoot a gun into the front door and have it go out the back door. These homes are long and narrow with the gable facing front. Majority of these homes are one room wide.



702 S. Grand Avenue

**Dutch Colonial** style is most noted for its roof style. Early Dutch Colonial styles (1625 A.D.) were side-gabled with a slight flair at the eave. More recent versions of this style feature a gambled roof, flared or un-flared. The gable ends have little or no rake (side) overhang.



1323 W. Maine Avenue



**Craftsman** style is often referred to in Oklahoma as a Bungalow. These are characterized by a low-pitched roof, occasionally hipped and with rafters tails exposed. Decorative beams or braces appear under the gables. Porches are either full or partial-width, with porch roof supported by square columns. Typically short, square upper columns rest upon more massive piers or a porch balustrade. The piers are usually constructed of brick or native stone.



1406 W. Broadway

**Neoclassical** style's signature characteristic is the full-height porch with a roof supported by columns. Façade is usually symmetrical. Doorways are elaborated; they may be detailed with one or more of these elements: a pediment, lights on both sides and pilasters. This home also has the appearance of having a portico with balustrade on both sides of the house.



1323 W. Broadway Avenue

**Georgian Revival** style is dominant in its Georgian Revival elements. This particular example displays the typical end chimneys, blinds (shutters) and classical entrance. Windows can be crowned with masonry, stone or wood and are usually detailed with keys. This home also displays steeper pitch of the roof.



1005 W. Wabash Avenue

**Gothic Revival** style is characterized by steeply pitched roof with steep cross gables. The wall surface material will extend all the way through to the top of gable without a break. Window will extend into gables or be placed separately in them. At least one window on a gothic revival will have Gothic detailing, and if it is only one window it will be in a prominent gable. In this example the gothic detailed window is not in the largest gable, however it does appear over the entrance to the home. Window can also be either rounded, lancet (pointed arch) or square.



1327 E. Broadway Avenue

**American Foursquare** style is as its name implies, this is a home with a box shape. They are two or more stories with large overhangs on the eaves and a low pitched roof. The porch is a full width with square columns. The details are kept to a minimum and the home overall is a statement of simplicity. Many foursquare homes will have at least one dormer in front.



1209 W. Cherokee

## **Appendix E**

### ***List of Federal Laws and Regulations related to Historic Preservation***

Federal laws and regulations are critical to historic preservation efforts in Oklahoma and across the nation. For more detailed information, consult *Federal Historic Preservation Laws* on the National Park Service's website at [www.cr.nps.gov/history/online\\_books/fhpl/index.htm](http://www.cr.nps.gov/history/online_books/fhpl/index.htm). You may also contact the State Historic Preservation Office. The SHPO staff can answer many questions about the laws and regulations listed below and/or refer you to other appropriate agencies.

#### **Laws Governing National Historic Preservation Programs:**

Historic Sites Act of 1935

National Historic Preservation Act of 1966, as amended

#### **Laws Governing National Historic Landmarks:**

Historic Sites Act of 1935

National Historic Preservation Act of 1966, as amended

Section 8 of the General Authorities Act Amendments of 1976

Section 9 of the Mining in the National Parks Act of 1976

#### **Laws Governing the Federal Archeology Program:**

Antiquities Act of 1906

Archeological and Historic Preservation Act of 1974

Archeological Resources Protection Act of 1979

Abandoned Shipwreck Act of 1987

Native American Grave Protection and Repatriation Act

#### **Laws Governing Federal Preservation Tax Incentives:**

Certified Rehabilitations: Section 48(g) of the Internal Revenue Code

Conservation Easements: Section 170(h) of the Internal Revenue Code

#### **Other Major Federal Historic Preservation Laws:**

Transportation Act of 1966

National Environmental Policy Act of 1969

Amtrak Improvement Act of 1974

Public Buildings Cooperative Use Act of 1976

#### **Regulations Governing National Historic Preservation Programs:**

36 CFR Part 60: National Register of Historic Places

36 CFR Part 61: Procedures for approved State and Local Government historic preservation programs

36 CFR Part 63: Determinations of Eligibility for inclusion in the National Register of Historic Places

36 CFR Part 68: The Secretary of the Interior's Standards for Historic Preservation Projects

36 CFR Part 73: World Heritage Convention

36 CFR Part 78: Waiver of Federal agency responsibilities under section 110 of the National Historic Preservation Act

36 CFR Parts 800: Protection of Historic Properties (Advisory Council on Historic Preservation)

**Regulations Governing National Historic Landmarks:**

36 CFR Part 65: National Historic Landmarks Program

**Regulations Governing the Federal Archeology Program:**

43 CFR Part 3: Preservation of American Antiquities

43 CFR Part 7: Protection of Archeological Resources

36 CFR Part 79: Curation of Federally Owned and Administered Archeological Collections

**Regulations Governing Federal Preservation Tax Incentives:**

36 CFR Part 67: Historic Preservation Certifications

26 CFR Parts 1 and 602: Income Tax - Investment Tax Credit for Qualified Rehabilitation Expenditures (Internal Revenue Service)

26 CFR Parts 1, 20, 25 and 602: Income Tax - Qualified Conservation Contributions (Internal Revenue Service)

**Regulations Governing Other Major Federal Historic Preservation Programs:**

23 CFR Part Environmental Impact and Related Procedures (Department of Transportation, Federal Highway Administration)

40 CFR Parts 1500-1517: Regulations of the Council on Environmental Quality

41 CR Parts 101-17: Assignment and Utilization of Space (General Services Administration, Public Buildings Service)

41 CFR Parts 101-20: Management of Buildings and Grounds (General Services Administration, Public Buildings Service)

43 CFR Parts 10: Regulations Implementing the Native American Graves Protection and Repatriation Act

**Historic Preservation Guidelines:**

Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines

Guidelines for Federal Agency Responsibilities, Under Section 110 of the National Historic Preservation Act

Abandoned Shipwreck Guidelines

***Oklahoma Laws Related to Historic Preservation***

State laws are important in the efforts to protect Oklahoma's archeological and historic resources. Brief summaries of each of these laws are provided below, as well as information about who to contact for further details about each statute. Copies of all of the laws are available from the State Historic Preservation Office. Additional information about Oklahoma statutes that contain information of interest to the user of the *State Plan* is available at the National Conference of State Legislatures' website, [http://www.ncsl.org/programs/arts/statehist\\_intro.htm](http://www.ncsl.org/programs/arts/statehist_intro.htm).

***Oklahoma State Register of Historic Places Act (Title 53, Chapter 20, Sections 351-355 and 361)***

The Act created the Oklahoma Historic Preservation Review Committee and provided that the Governor shall appoint the membership in compliance with requirements of the National Historic Preservation Act. The Oklahoma State Register of Historic Places Act further provided that the Executive Director of the Oklahoma Historical Society shall serve as the State Historic Preservation Officer (SHPO). The Act also established the State Register of Historic Places which includes all properties listed in or nominated to the National Register of Historic Places and those properties approved specifically for inclusion in the State Register of Historic Places. State Register listing provides only recognition. The designation carries no protective features or financial incentives. (Contact the SHPO for further information.)

Section 361 of the Act transferred the authority for issuing permits for archeological investigations to the Oklahoma Archeological Survey. Formerly, the University of Oklahoma's Department of Anthropology was responsible for this function. (Contact the State Archeologist, Oklahoma Archeological Survey, 111 E. Chesapeake, Building #134, Norman, OK 73019-0575 [405/325-7211] for additional information.)

***Contributions, gifts and donations-Title to real estate-Leasing real estate-Custodians (Title 53, Section 8)***

The section provides that prior to the acquisition of real estate the Oklahoma Historical Society must request the Historic Preservation Review Committee to evaluate the property and formulate an opinion about the acquisition. Furthermore, the Governor, Speaker of the House of Representatives, and the President Pro Tempore must approve the acquisition.

***Archeological Survey (Title 74, Chapter 9A)***

The statute provides that the Oklahoma Archeological Survey shall be under the supervision of the Regents of the University of Oklahoma. Further, it stipulates that the objectives of the Oklahoma Archeological Survey shall be excavation of sites to obtain data and artifacts associated with early man in Oklahoma, research and study, publication, curation, and education. (Contact the Oklahoma Archeological Survey.)

***Violating Sepulture and the Remains of the Dead (commonly referred to as the "Burial Act" (Title 21, Chapter 47, Section 1168)***

The section concerns the disturbance of prehistoric and unmarked graves. It specifies the procedure for dealing with accidental discoveries of such burials which involves both the State Historic Preservation Office and the Oklahoma Archeological Survey. Further, the section provides that the marketing and trafficking of human skeletal remains and burial furniture is a crime, and penalties for violation of the law are prescribed in the statute. (Contact the State Archeologist for further information.)

## ***Local Development Act (Title 62, Section 850)***

The Act enables local governments to offer local tax exemptions and other incentives to assist in rehabilitation and revitalization efforts. *Historic preservation areas* may be eligible for such local incentives. These areas are defined in the Act as districts or individual structures listed in or nominated to the National Register of Historic Places. Furthermore, the Act stipulates that to qualify for the local incentives, the rehabilitation work must meet the *Secretary of the Interior's Standards for Rehabilitation*. (Contact your local government for information.)

**The State tax credits authorized under the Local Development Act for historic hotels and newspaper plants were expanded to provide incentives for all other rehabilitation projects meeting requirements for the federal 20% or 10% rehabilitation tax credits. This important change was authorized under State Statute 68-2357.41 and is administered pursuant to Oklahoma Tax Commission Rules (Chapter 50, "Income") Section "710:50-15-108. Credit for qualified rehabilitation expenditures." For further information, refer to SHPO Fact Sheet #14: Frequently Asked Questions about Tax Credits for Rehabilitation.**

### ***Local Laws Related to Historic Preservation***

Historic preservation zoning ordinances are the most effective tools available for protecting a community's heritage. Many Oklahoma cities and towns enforce such local ordinances. Commercial districts, residential neighborhoods, and individual landmarks can benefit from them. In general, these ordinances provide for a local historic preservation commission which functions as a part of local government in the designation of historic districts and landmarks. Then the commission issues certificates of appropriateness for projects that affect the districts or landmarks. Such projects include rehabilitation of building exteriors, demolition of buildings, and new construction. The commissions follow established design guidelines for their decision making process.

Contact the City of Enid to determine if a historic preservation zoning ordinance is in force in your neighborhood. The State Historic Preservation Office works with several Oklahoma cities and towns which enforce preservation ordinances and participate in its Certified Local Governments Program. Visit the SHPO's website at [www.okhistory.org/shpo/shpom.htm](http://www.okhistory.org/shpo/shpom.htm) for details about the CLG program.

## **Appendix F**

### ***Preservation Resources***

#### **Information available from the State Historic Preservation Office (SHPO)**

##### **SHPO Website Links**

The Oklahoma SHPO's website is found at [www.okhistory.org/shpo/shpom.htm](http://www.okhistory.org/shpo/shpom.htm). The following selected links provide shortcuts to some of the information the site includes.

For National Register of Historic Places (including nomination forms in PDF):

<http://www.okhistory.org/shpo/nationalregister.htm>

For Section 106: <http://www.okhistory.org/shpo/section106.htm>

For Rehabilitation Tax Credits: <http://www.okhistory.org/shpo/taxcredits.htm>

For CLG: <http://www.okhistory.org/shpo/clg.htm>

For the Oklahoma Landmarks Inventory, survey reports, and historic contexts:

<http://www.okhistory.org/shpo/shpoplanning.htm>

For Oklahoma Centennial Farm & Ranch Program:

<http://www.okhistory.org/shpo/farmandranch.htm>

For SHPO Awards: <http://www.okhistory.org/shpo/shpoawards.htm>

For *Economic Impacts of Historic Preservation in Oklahoma*

<http://www.okhistory.org/shpo/econimpact.htm>

For Oklahoma's *Preserve America* communities:

<http://www.okhistory.org/shpo/okpacomms.htm>

#### **BASIC INFORMATION AVAILABLE FROM THE SHPO**

**Just some of the basic information available from the Oklahoma SHPO (in hard copy upon request or at [www.okhistory.org/shpo/shpom.htm](http://www.okhistory.org/shpo/shpom.htm)) is listed below. For a more detailed list, visit the website or contact the SHPO at 405/521-6249.**

*Oklahoma's National Register Handbook* (includes county-by-county listing of the state's entries in the National Register of Historic Places)

SHPO Fact Sheet #1: National Register of Historic Places

SHPO Fact Sheet #2: Review & Compliance

SHPO Fact Sheet #3: Investment Tax Credits for Rehabilitations

SHPO Fact Sheet #4: Historic Preservation Resource Identification

SHPO Fact Sheet #5: Certified Local Governments

SHPO Fact Sheet #6: Historic District Designations

SHPO Fact Sheet #7: Historic Properties and the ADA

SHPO Fact Sheet #8: Oklahoma's State Historic Preservation Office

SHPO Fact Sheet #9: Cemeteries

SHPO Fact Sheet #10: Frequently Asked Questions about Section 106 Review

SHPO Fact Sheet #11: Frequently Asked Questions about the National Register of Historic Places

SHPO Fact Sheet #12: Evaluating Historic Period Archeological Sites for the National Register

Under Section 106 with Particular Reference to Sites Dating after 1890  
SHPO Fact Sheet #13: Ten Things Successful Preservationists Know  
SHPO Fact Sheet #14: Frequently Asked Questions about Tax Credits for Rehabilitation  
SHPO Fact Sheet #15: Oklahoma Historic Property Guidelines

***SUBSCRIBE TO THE OKLAHOMA SHPO'S LISTSERVE***

The Oklahoma State Historic Preservation Office invites you to subscribe to its listserv. Get the latest information on a wide range of topics such as availability of grants and share information about your preservation efforts. To subscribe, just go to <http://lists.onenet.net/mailman/listinfo/okshpo> for step-by-step instructions for subscribing and using the listserv. Anyone can post a message to the listserv whether or not they are a subscriber. Just send a regular e-mail message to [okshpo@onenet.net](mailto:okshpo@onenet.net). That's all there is to it, and your message reaches everyone on the list. Please remember that you cannot send attachments with your message. The OKSHPO listserv is an easy way to publicize your preservation-related events. Join us.





## **Appendix G**

### ***National Register of Historic Places Criteria for Evaluation***

The following criteria are designed to guide states, federal agencies, and the Secretary of the Interior in evaluating entries for the National Register. The quality of significance in American history, architecture, archeology, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, material, workmanship, feeling, and association, and:

- A. that are associated with events that have made a significant contribution to the broad patterns of our history; or
- B. that are associated with the lives of persons significant in our past; or
- C. that embody the distinctive characteristics of a type, period, or method of construction, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. that have yielded or may be likely to yield information important in prehistory or history.

Ordinarily, cemeteries, birthplaces, or graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the last 50 years shall not be considered for the National Register. Such properties will qualify if they are integral parts of districts that meet the criteria or if they fall within the following categories:

- a) a religious property deriving primary significance from architectural or artistic distinction or historical importance; or
- b) a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- c) a birthplace or grave of a historical figure of outstanding importance if there is no other appropriate site or building directly associated with his productive life; or
- d) a cemetery that derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; or
- e) a reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as a part of a restoration master plan, and when no other building or structure with the same association has survived; or
- f) a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical significance; or
- g) a property achieving significance within the past 50 years if it is of exceptional importance.

## Appendix H

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