

March 2, 2026

**City of Bellevue
Historic Preservation Commission
616 Poplar Street
Bellevue, KY 41073**

The City of Bellevue Historic Preservation Commission will hold a special meeting and public hearing on Monday, March 2, 2026 at 6:00 PM (EST) at the Callahan Community Center in Bellevue Kentucky.

The Campbell County staff respectfully submits this report for review and consideration related to the following requests:

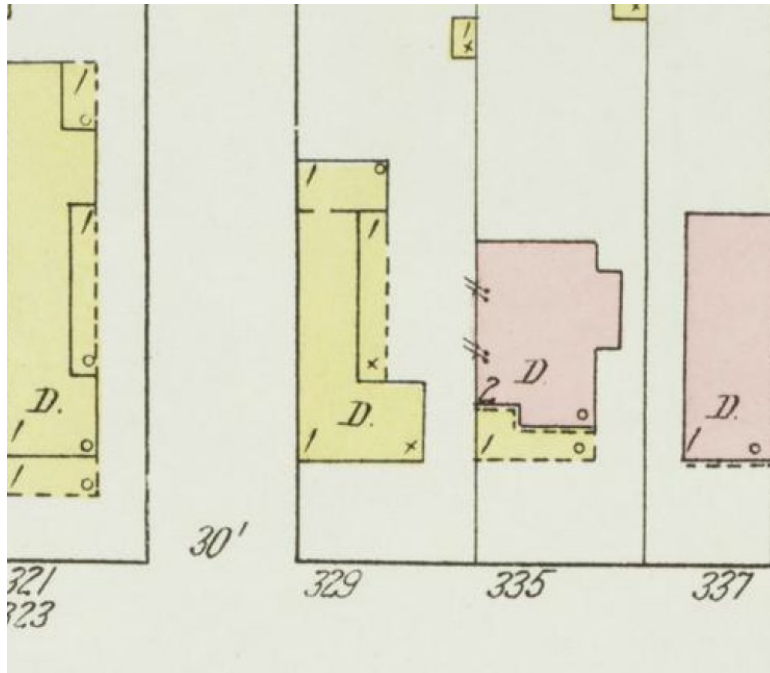
The Campbell County staff respectfully submits the attached report for review and consideration related to:

APPLICATION NUMBER: COA 26-007
APPLICANT: Leon Suarez
PROPERTY: 329 Berry Ave



PART 1 – CONTRIBUTING OR NOT CONTRIBUTING

PROPERTY DESCRIPTION: The property is located in the Taylors Daughters Historic District at 329 Berry. The property appears on the 1894 and 1910 Sanborn maps confirming its presence during the period of significance.



FINDINGS OF FACT:

From the Guidelines:

Properties not present during an historic district's period of significance, or those that have been greatly altered or disturbed so that they no longer possess historic integrity are considered noncontributing properties. These properties still possess characteristics that make them important to the overall historic character of the district, such as scale, massing, setbacks, and materials. And as such, changes to them will be reviewed.

Bellevue's Historic Preservation Commission determines contributing versus non-contributing status on a case-by-case basis. In addition to the concept of integrity introduced above, the Commission looks at the ability of the property to be restored to its former condition, using documentary or forensic evidence.

STAFF RECOMMENDATIONS/COMMENTS:

The house holds significant character as an early 1900's house as the scale, massing, setback, and most materials are intact. The presence of similar houses along this stretch of Fairfield Avenue as well as other areas of Bellevue gives a valuable reference for the original design and materials.

POTENTIAL MOTIONS:

CONTRIBUTING:

I make the motion to consider the property at 329 Berry as contributing based on the staff report making it consistent with a contributing structure. The property still possesses characteristics that make it important to the overall historic character of the district, such as scale, massing, setbacks, and materials in the Taylor's Daughters Historic District according to the *City of Bellevue Historic Preservation Design Guidelines for the Taylor's Daughter's and Fairfield Avenue Historic Districts*.

NON-CONTRIBUTING:

I make the motion to consider the property at 329 Berry as non-contributing based on the staff report making it inconsistent with a contributing structure. The property does not possess characteristics or has been greatly altered or disturbed from its original condition. It still possesses characteristics that make it important to the overall historic character of the district, such as scale, massing, setbacks, and materials in the Taylor's Daughters Historic District according to the according to the *City of Bellevue Historic Preservation Design Guidelines for the Taylor's Daughter's and Fairfield Avenue Historic Districts*.



PART 2 – COA REQUEST—COA 26-007

BACKGROUND: A front stoop with steps and a roof was constructed in February, 2026. The work was done without a permit. Bellevue Code Enforcement issued a stop-work order on February 26, 2026 and advised the property owner to obtain the proper permits from the County Building Department. The property owner complied and submitted an application for a building permit and a Certificate of appropriateness.

TYPE OF REQUEST: The applicant is requesting historic review for the project.

PART 2 - FINDINGS OF FACT

From the Historic Preservation Ordinance 87-12-1:

In making a decision on an application, the Commission shall use its guidelines. The Commission shall consider:

1. The effect of the proposed work on the landmark, the landmark site, or the property in the historic district upon which such work is to be done; and
2. The relationship between such work and other buildings and structures on the landmark site or other property in the historic district. In evaluating the effect and the relationship, the Commission shall consider historical an architectural significance, architectural style, design, texture, materials and color. The Certificate form the Commission shall not relieve

the property owner from comply with the requirements of other State and local laws and regulations.

From the City of Bellevue Historic Preservation Guidelines for the Bellevue Taylor's Daughters and Fairfield Avenue Historic Districts:

- Shall = This action is required
- Should = This action is recommended
- May = This action is permissible but not necessarily recommended

"The guidelines set forth in this manual emphasize historic primary façades and secondary façades that are readily visible from the street or sidewalk. Alterations to rear façades are not as strictly regulated by the commission because they are usually obscured by fences, trees, or by the building's placement on the lot. However, if rear facades are street visible, they will require review by the commission. In addition, alterations to non-historic properties and new construction are reviewed based on how they might impact the district's overall integrity."

7.4 Exterior Entry stairs

- 7.4.1 Historic entry stairs **shall be** maintained and preserved
- a. Exterior stairs **should be** inspected and repaired annually, when inspecting porches, windows, and doors
 - b. Specific note **should be** made of any cracking or settling of the stair which **should be** remedied as soon as possible to prevent further decay
 - c. Deteriorated stair elements, such as risers and treads, **shall be** repaired or replaced with compatible materials that match the historic stair in composition, strength, texture, and color
 - d. Some historic stair materials **should be** permitted to show historic character-defining wear and tear, such as stone steps, as long as that does not affect the structural stability of the stair
 - e. Repairs to historic stairs **shall not** alter the stair design; rise and run; or number of stairs. Any of these alterations, along with a change in material, **shall be** considered a replacement (see 7.5.2)
 - f. Historic stairs **shall not** be replaced unless significant deterioration has occurred
- 7.4.2 If significant deterioration has occurred, replacement of historic entry stairs **shall be** done with matching materials, designs, and proportions. Significant deterioration is defined as 60 percent of the stair materials
- a. The replacement historic stair **shall** use the same or similar material and **shall** use the same design, rise and run, and number of stairs as the historic stair
 - b. If local building code is required to be followed, the replacement stair **should** utilize as much of the historic stair design as possible
 - c. Pre-cast concrete stairs are not original in the districts and **shall not** be placed on the primary façade

- d. Modern wood or fiberglass decking **shall not** be used as stair material on a primary facade
- 7.4.3 If the existing stair is a second or third generation replacement that does not match the building's architecture or the visual setting, the historic stair **should be** restored using documentary and forensic evidence
 - a. If sufficient evidence is not available, a replacement stair **shall be** installed that matches the style and period of the building and the surrounding visual setting
- 7.4.4 New exterior entry stairs **shall not** be added to a historic building's primary or street-visible facade
 - a. A rear or non-street visible location is appropriate for new entry stairs
 - b. New entry stairs **should be** constructed of wood or like-substitute materials
- 7.4.5 If handrails and stair railings are required by building code or safety concerns, they **should be** simple in design with little ornamentation
 - a. The use of scroll or corkscrew decorative railings or balusters **shall be** avoided
 - b. Wood and painted metal **should be** used for hand rails and stair railings
 - c. Metal plumbing pipe **may be** used, if painted a dark color and joints are appropriately handled
 - d. If handrails require balusters to meet local building code, the balustrade **should be** simple in design

8.2 Replacing, Removing, and Reconstructing Historic Rear or Front Porches

8.2.1 Historic porches shall not be removed from their original location. The removal of a porch results in the loss of integrity for the house and the visual neighborhood setting

8.2.2 Porches and porch features should be reconstructed when missing, based on sufficient forensic and documentary evidence.

- a. Porch design and porch features may also be reconstructed based on porches examined on buildings of similar architectural style and type

8.2.3 Street-visible replacement porches or porch materials should be stained or painted, depending on which historic treatment was used on the historic building

8.2.4 Local building code shall be consulted to be certain that any replacement or reconstruction meets requirements on commercial or public buildings

8.2.5 New front and rear porches on non-historic buildings shall be compatible in dimensions, height, and materials with other porches in the visual setting

8.2 Constructing New Rear Decks

- 8.2.1 Decks **should be** constructed on rear or non-street visible facades
 - a. New decks **should be** built of wood, brick, composite, or a compatible substitute material

- b. New decks **shall be** scaled to be subordinate to the main building to which it is attached. That is, the deck must not overwhelm or compete with the building's rear or secondary façade
- c. New decks **shall be** installed in a sensitive manner that does not cause damage historic fabric of the building to which it is attached
- d. New decks **shall not** be added to a building's primary facade

STAFF COMMENTS:



The historic entry stairs were simple concrete. It is not clear if they were in disrepair or if "significant deterioration" had occurred. It is also not clear if they remain beneath the new deck. The railing was wood.

The guidelines do not permit new decks to primary facades. 8.3.1.,d *"New decks shall not be added to a building's primary façade"*

Additionally, the deck encroached into the minimum front yard setback. In the R-1H zone, the minimum front yard depth is twenty (20) feet. The current setback is just under that at approximately 19 feet.

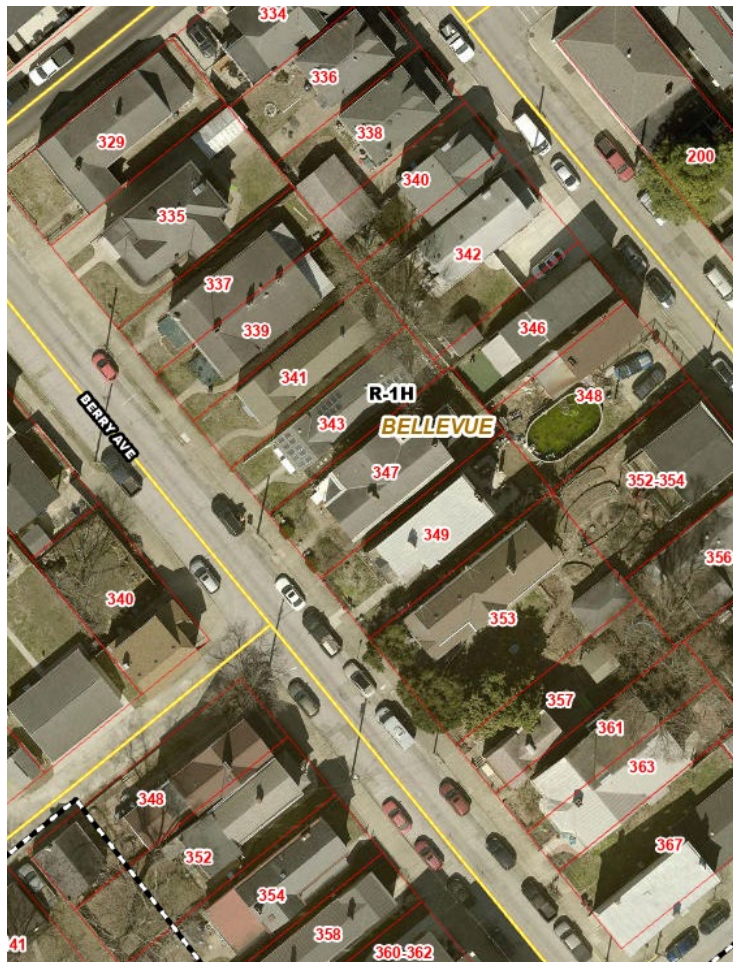


Steps are permitted to encroach up to four feet into the front yard. ~ *Bellevue Zoning Ordinance Section 9.10 – Application of Zoning Regulations, D. 1.:*

"... steps, four (4) feet or less above grade, and projecting not more than four (4) feet into the minimum required yards which are necessary for access to a lot from a street or alley. Chimneys, projecting not more than thirty (30) inches into the minimum required yards."

However, this does not include decks, porches or stoops.

In some cases, an automatic setback variance may be applied if other buildings along the block, and same side of the street also encroach. The average of those setbacks is then allowable. Unfortunately, the houses along this block are all about the same with an average setback of about 18 feet.



Staff does not have a remedy that would keep the new porch.

- The Historic guidelines do not permit new porches where there was no historic porch.
- The Zoning Ordinance requires building additions, including decks and porches to meet setback requirements. This porch appears to encroach approximately 8 or so feet into the front yard. Outside of the historic district, it may be possible to obtain a

variance to encroach into the front yard setback but the applicant would have to show significant hardship in being prevented from building the porch.

It also appears that the door has been replaced as well. Entry doors are also subject to the Historic Guidelines.

POTENTIAL MOTIONS FOR FINDINGS OF FACT – COA Application: COA 24-007

APPROVAL: (Staff cannot make this recommendation based on the guidelines)
I move that, based on the findings of fact presented in the application for 329 Berry, staff report, and in the public hearing, the new front deck and stairs is consistent with the Guidelines.

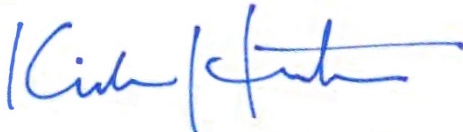
APPROVAL WITH CONDITIONS:
I move that, based on the findings of fact presented in the application for 329 Berry staff report, and in the public hearing, the new front deck and stairs is consistent with the Guidelines with the following conditions:

- _____
- _____

DISAPPROVAL:
I move that, based on the findings of fact presented in the application for 329 Berry, staff report, and in the public hearing, the new front deck and stairs is not consistent with the Guidelines based on the following sections:

- _____

Respectfully submitted,



Kirk Hunter, AICP
Principal Planner/Historic Preservation Officer

Appendix

- 7.4.1 If handrails and stair railings are required by building code or safety concerns, they **should be** simple in design with little ornamentation
- a. The use of scroll or corkscrew decorative railings or balusters **shall be** avoided
 - b. Wood and painted metal **should be** used for hand rails and stair railings
 - c. Metal plumbing pipe **may be** used, if painted a dark color and joints are appropriately handled
 - d. If handrails require balusters to meet local building code, the balustrade **should be** simple in design