



**PLANNING AND
DEVELOPMENT DEPARTMENT**

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SR-2 – ADVISORY STAFF REPORT (08-12-2026)

This advisory report, prepared by staff, represents the opinion and advice of professional staff, and does not represent nor direct the separate review and decision of the Historic District Commission. This report serves as an addendum to SR-1, an objective staff summary of the proposal and property.

ADDRESS: 1531 PARKER

HISTORIC DISTRICT: WEST VILLAGE

MEETING DATE: 08-12-2026

APPLICATION NUMBER: HDC2026-00414

ADVISORY STAFF REPORT PREPARED BY J. ROSS

SCOPE PHRASE: CONSTRUCT NEW DORMERS AT ROOF

STAFF OBJECTIONS TO APPROVAL:

This first section describes itemized conclusions/concerns, which, in staff's professional opinion, would prevent the issue of an unconditional Certificate of Appropriateness (COA). "None" means staff has no objections and believes a COA is warranted, with no conditions. The Historic District Commission is not required to accept staff opinions or recommendations.

1. The roof shape of the new dormer proposed for addition to the south/side is incompatible with the house's historic character
2. The application does not provide documentation that the two historic, character-defining wood windows at the front dormer are deteriorated beyond repair

STAFF ANALYSIS AND DISCUSSION:

This second section expands on the reasoning and analysis leading to staff's conclusions given in the first section above. The Historic District Commission is not required to accept staff opinions or recommendations.

- Staff notes that the project proposes the following with respect to the building's roof
 - Remove the existing masonry chimney
 - Construct a new gabled-roof dormer at the rear of the roof. Dormer sidewalls will be clad with lapped wood siding and windows will be double-hung wood units. Trim boards will be wood
 - Construct a new hipped roof dormer at the south side roof surface. Dormer sidewalls will be clad with lapped wood siding and windows will be double-hung wood units. Trim boards will be wood.
 - Replace two, 1/1 double-hung wood windows at the front dormer with new 1/1 double-hung wood windows.

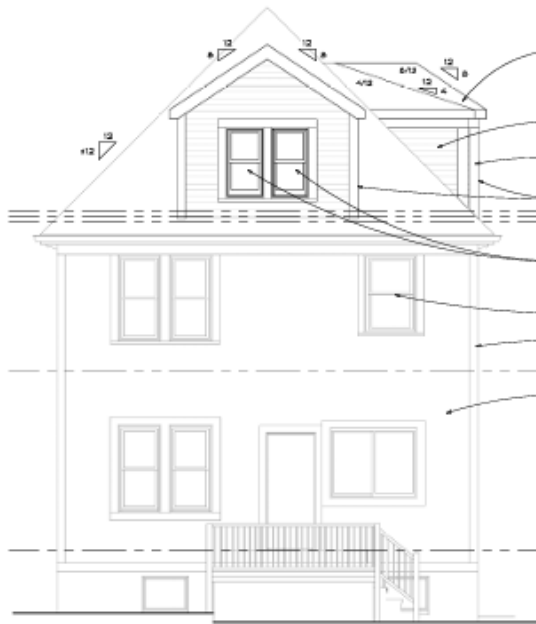
- The new dormer proposed for the rear roof is compatible in design with the building historic appearance as it will display wood siding and trim, double-hung wood windows, and a simple gabled roof which will sit well below the ridge of the main roof. As noted above, the existing chimney will be removed to accommodate this dormer. Though chimneys should typically remain on houses as an important roofline element enhancing complexity and texture, in this case staff does not assess that its removal for the dormer as demonstrably inappropriate as the chimney is not a distinctive, character-defining feature of this Colonial Revival, Foursquare plan dwelling due to its starkly utilitarian character. Staff therefore recommends approval of this dormer because it is a compatible addition to the property which will not destroy important historic character or sight lines and is additionally compatible with the district's Elements of Design and the character of surrounding houses.



Photo of existing roof. Note hipped roof dormer at the front façade (yellow arrow) roof surface and chimney at rear which is proposed for removal (red arrow). Photo by applicant



Photo of existing roof. Note hipped roof dormer at the front façade (yellow arrow) roof surface and chimney at rear which is proposed for removal (red arrow). Photo by applicant

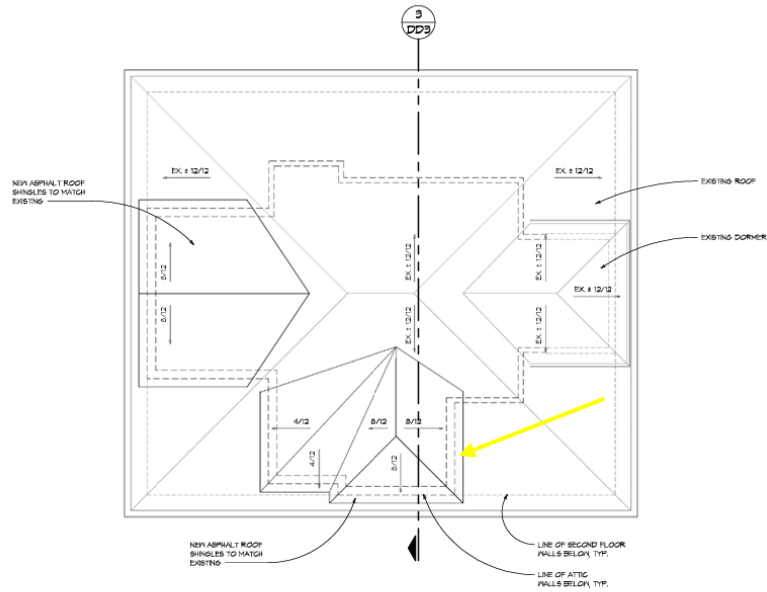


PROPOSED WEST (REAR) ELEVATION
SCALE 3/4"=1'-0"

Proposed west/rear elevation, by applicant

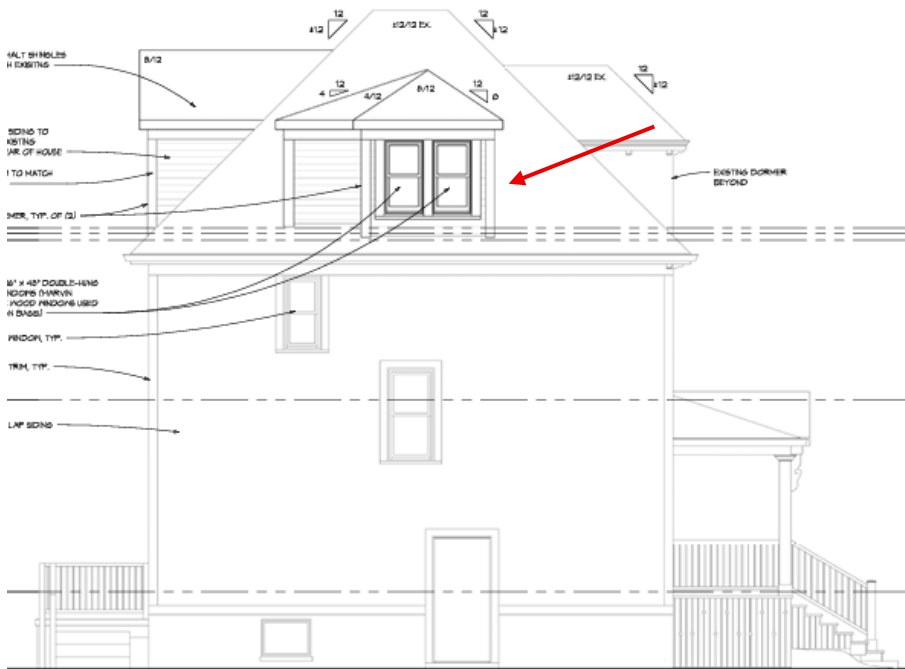
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- PROPOSED ATTIC FLOOR PLAN**
- SCALE: 1/4" = 1'-0"**
- 101 BEDROOM**
- 102 BATH**
- 1. VINYL TILE**
- 2. T-T R.G.H.**
- 3. DD3**
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- 5. 0" HOT. @ FACE OF BUILT-IN**
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PROPOSED ROOF PLAN
SCALE: 1/4" = 1'-0"

Proposed roof plan, by applicant. Yellow arrow indicates the roof of the new south side dormer



PROPOSED SOUTH (SIDE) ELEVATION
SCALE: 1/4" = 1'-0"

Elevation drawing, showing proposed new south side dormer, by applicant. Red arrow indicates the roof of the new south side dormer



Front façade of building. Photo by applicant. Note that recently constructed side, hipped-roof portion of the front porch was approved by the Commission in October 2022 via the issuance of COA# HDC22-8046

- Staff notes that the application proposes to replace the two existing double-hung wood windows at the front dormer with new double-hung wood windows. The windows, which appear to be of historic age and are located at the house's highly-visible front dormer, mirror the windows at the house's facades and are typical of houses of this vintage/date of construction

and design within the district. It is therefore staff's opinion that they are a distinctive, historic character-defining feature of the house which, according to the Standards, must be retained and repaired if possible or replaced to match the existing if demonstrated to be deteriorated beyond repair. However, the current application materials do not provide information which fully documents the condition of these windows. Staff therefore does not recommend the approval of this work item as the application has not fully established that they are deteriorated to an extent that merits their replacement.



Windows at front dormer proposed for replacement (red arrow), photo by applicant.

STAFF RECOMMENDATION:

This third and final section takes staff's itemized "objections" identified in the first section, and presents them in the form of "conditions" in support of a proposed approval recommendation or "reasons" in support of a proposed denial recommendation, in the form required by Section 21-2-78 of the City Code. The Historic District Commission is not required to accept staff opinions or recommendations.

Section 21-2-78, Determinations of Historic District Commission

Recommendation 1 of 2, Denial: Replace two existing windows at front façade roof dormer

Staff recommends that above work item as proposed will be inappropriate according to the Secretary of the Interior's Standards for Rehabilitation and the West Village Historic District's Elements of Design, specifically:

- *Standard 2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
- *Standard 5: Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*
- *Standard 6: Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

For the following reasons;

1. As the windows at the front dormer are a distinctive, historic character-defining feature of the house, they should be retained and repaired if possible or replaced to match if demonstrated to be deteriorated beyond repair, according to the Standards. However, the current application does not provide documentation of the windows' condition and therefore does not fully establish that windows are deteriorated to an extent that merits their replacement

Recommendation 2 of 2, Certificate of Appropriateness: Remaining work items

Staff recommends that the remaining proposed work will be appropriate according to the Secretary of the Interior's Standards for Rehabilitation and the West Village's Historic District's Elements of Design, with the conditions that:

1. The new south side dormer design shall be revised to include a simple hipped or gabled roof which is located well below the ridge of the house's main roofline. The new dormer shall also be of a scale which is compatible with the house's historic character. HDC staff shall be afforded the opportunity to review and approve the dormer's final design prior to the issuance of the project's permit