

**STAFF REPORT: JULY 10, 2024 MEETING**  
**APPLICATION NUMBER: HDC2024-00322**  
**ADDRESS: 4340 GLENDALE**

**PREPARED BY: B. BUCKLEY**

**HISTORIC DISTRICT: RUSSELL WOODS-SULLIVAN**  
**APPLICANT: PETER BERNARD**  
**PROPERTY OWNER: AFIWI LLC (PETER BERNARD, AGENT)**  
**DATE OF PROVISIONALLY COMPLETE APPLICATION: JUNE 17, 2024**  
**DATE OF STAFF SITE VISIT: JUNE 20, 2024**

**SCOPE: REAPLACE WINDOWS (WORK STARTED WITHOUT APPROVAL), INSTALL FENCE (WORK COMPLETED WITHOUT APPROVAL), PAINT DWELLING**

### **EXISTING CONDITIONS**

The dwelling at 4340 Glendale was constructed in 1925. The one-and-a-half story, cottage style building exhibits Tudor revival design influences, and is an uncommon example of its type in the Russell Woods-Sullivan Historic District. The dwelling features a steeply pitched side gable roof, wood shingle siding, a prominent masonry chimney centered on the façade, and a front door with a rounded arch top covered by an “eyebrow” shaped awning. A two-stall garage, also clad in wood shingles, sits behind the dwelling.



**Figure 1: 4340 Glendale ca. 1999 (HDAB).**



**Figure 2: Current image of 4340 Glendale.**

## **PROPOSAL**

The applicant proposes to install new vinyl windows, replacing both existing vinyl windows (installed in violation at an unknown date) and original wood windows. This work has begun and is nearly completed without Commission review. Two window openings, one on the east wall and one at the rear of the home are in the process of being infilled. A former leaded glass window to the west (left) of the front door was removed ca. 2008, and recently covered with wood shingles. The new windows consist of vinyl double-hung, picture, and slider windows. The applicants are seeking approval for the replacement vinyl windows and changes to the fenestration as installed or currently in progress. Two remaining original windows (one on the garage and a paired set on the rear) will be removed and vinyl windows will be



installed.

**Figure 3: Image showing east side of dwelling with new windows and an infilled window opening.**



**Figure 4: Image showing rear of dwelling with new windows and an infilled window opening. A replacement pedestrian door at the garage is not included with this application.**



**Figure 5: View of replacement windows on west side of property.**

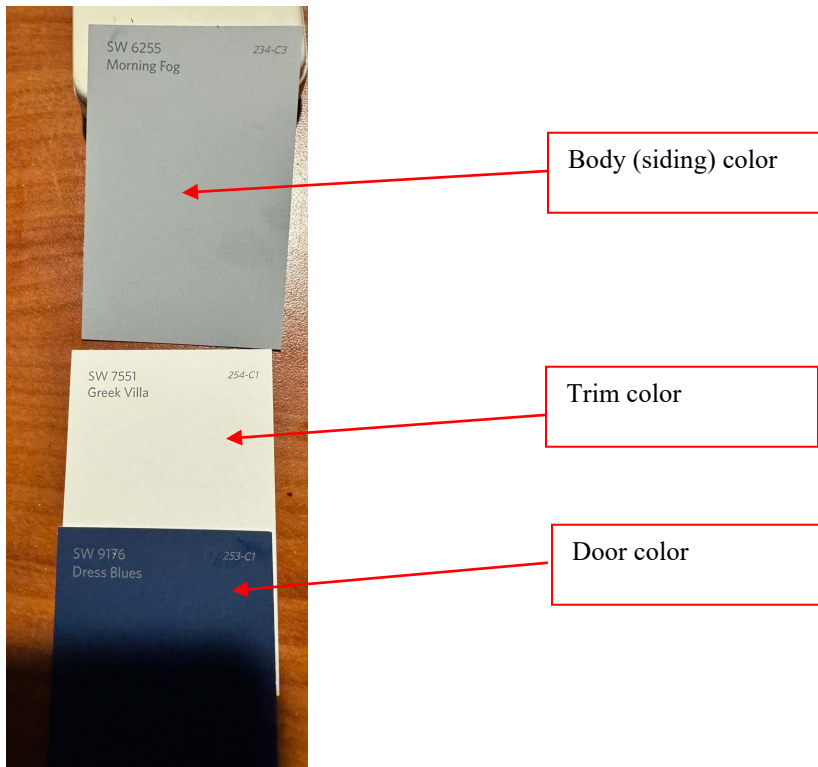


**Figure 6: View of new windows from interior of the dwelling.**



Figure 7: Image showing the label on the vinyl windows installed (from the applicant submission).

The applicant also proposes to paint the dwelling. The proposed color scheme is pictured below, and includes a light gray body color, off white trim, and dark blue doors. The applicant also proposes to repair and/or replace the fascia board in-kind, where required.



**Figure 8: Image showing the proposed color scheme.**



The applicant is also seeking approval for a dog eared-wood fence that was already installed without review by a previous owner. The approximately 6' tall fence runs around the perimeter of the rear yard and features two gates at the rear wall of property. The fence is currently unpainted.



**Figure 9: Images showing the fence and gates as installed.**

## STAFF OBSERVATIONS AND RESEARCH

- The Russell Woods-Sullivan Historic District was established in 1999.
- According to the designation photograph for the property, the majority of the original windows appeared to be double-hung, wood sash units with a four-over-four lite configuration. One original set of two windows remains on the rear of the dwelling. An original six lite window is present on the garage. The applicant is proposing to replace these original units with new vinyl windows.



**Figure 10: Original, paired, four-over-four windows with wood storms present at the rear of the property.**

- An unknown number of original windows were removed and replaced with vinyl windows by a previous owner ca. 2008 without HDC review. This work included the vinyl windows at the façade. A window opening to the west of the front entrance that contained a leaded glass window was also covered during this time.
- During the spring of 2024, the applicants removed additional original windows from the sides and rear of the dwelling and replaced some of the earlier vinyl windows on the facade. Some of these windows fill the width of the original window openings, whereas others required dimensional modifications to the rough openings. All replacement windows, installed and proposed, are vinyl. Two additional window openings at the side and rear are in the process of being infilled.

## ISSUES

- The replacement windows on the dwelling, (both those installed ca. 2008 and the 2024 windows), are not appropriate replacements for the original windows. They do not adequately resemble the original units in terms of dimensions, materials, lite divisions, and often operation. Vinyl windows are not appropriate replacements for wood sash windows, due to their synthetic appearance and poor durability. Staff

recommends the Commission issue a denial for all of the vinyl replacement windows.

- While the proposed paint colors do not directly correspond to the Color System associated with the property (Color System D), they are not significantly different than the colors of the home at the time of designation, and staff does not find them to be demonstrably inappropriate. Staff recommends approval for the proposed painting of the dwelling.
- HDC staff finds the in-kind replacement of deteriorated fascia boards to be appropriate.
- The installed fence meets the dimensional and material recommendations for fencing laid out in the “Fence and Hedge Guidelines” available on the HDC website. So long as the fence and gates are painted or stained staff recommends approval of the fence. The applicant has indicated they are willing to paint or stain the fence.

## **RECOMMENDATION**

### **Recommendation One – Denial – Install Windows**

It is staff’s opinion that the proposed (and partially completed) vinyl window installation and window infill is not appropriate. Vinyl windows are not an appropriate replacement for the wood sash windows. Staff recommends that the Commission issue a denial for the proposed new window installation because the work does not meet the Secretary of the Interior’s Standards for Rehabilitation, in particular Standards 2 and 6:

*Standard 2: The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.*

*Standard 6: Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

### **Recommendation Two – COA – Paint Dwelling, Repair Fascia, Install Fence**

Staff finds that the remainder of the proposed work (painting the dwelling, repairing the fascia, and installing the fence) does meet the Secretary of the Interior’s Standards for Rehabilitation, and therefore recommends the Commission issue a Certificate of Appropriateness for this work item with the following condition.

1. The installed fence and gates be painted a complimentary color to the dwelling or stained with an opaque wood stain.