

**STAFF REPORT:** 05/14/2025

**PREPARED BY:** L. SAINT JAMES

**APPLICATION NUMBER:** HDC2025-00189

**ADDRESS:** 3261 SHERBOURNE

**HISTORIC DISTRICT:** SHERWOOD FOREST

**APPLICANT / PROPERTY OWNER:** ROBIN GLASCO

**DATE OF PROVISIONALLY COMPLETE APPLICATION:** 04/23/2025

**DATE OF STAFF SITE VISIT:** 05/02/2025

**SCOPE:** ERECT REAR ADDITION, REHABILITATE DWELLING

### **EXISTING CONDITIONS**

The dwelling located at 3261 Sherbourne is a Tudor style house built in the Sherwood Forest neighborhood in 1926. The house is 2 ½ stories and features a steeply pitched, side-gabled roof with a dominate, front-facing and nestled gable. Tall, narrow leaded glass casement windows with transoms are grouped together, some framed by tabbed masonry detailing that echoes the design of the front entrance. Decorative half-timbering and intentional protruding bricks are present on all elevations.



*Staff photo, 05/02/2025*

## PROPOSAL

- Erect two-story addition in rear with patio
  - Demolish rear façade
- Rehabilitation
  - Restore/repair windows as needed
  - Replace asphalt roof for asphalt roof
  - Replace gutters
  - Repaint stucco
  - Repaint half-timbering
  - Repaint and replace damaged or missing fascia, soffit, dentil, and trim
  - Tuckpoint brick

## STAFF OBSERVATIONS AND RESEARCH

- The Sherwood Forest Historic District was enacted in 2001.



*Designation photo, 2002*

|                   |         |         |
|-------------------|---------|---------|
| 3261              |         |         |
| Sherborne Rd.     |         | 429     |
| 15971             | 8-25-26 | LOT NO. |
| Dwelling          |         | DATE    |
| USE<br>Brick Ven. |         |         |
| CONS.             |         |         |

*BSEED permit card, 1926*

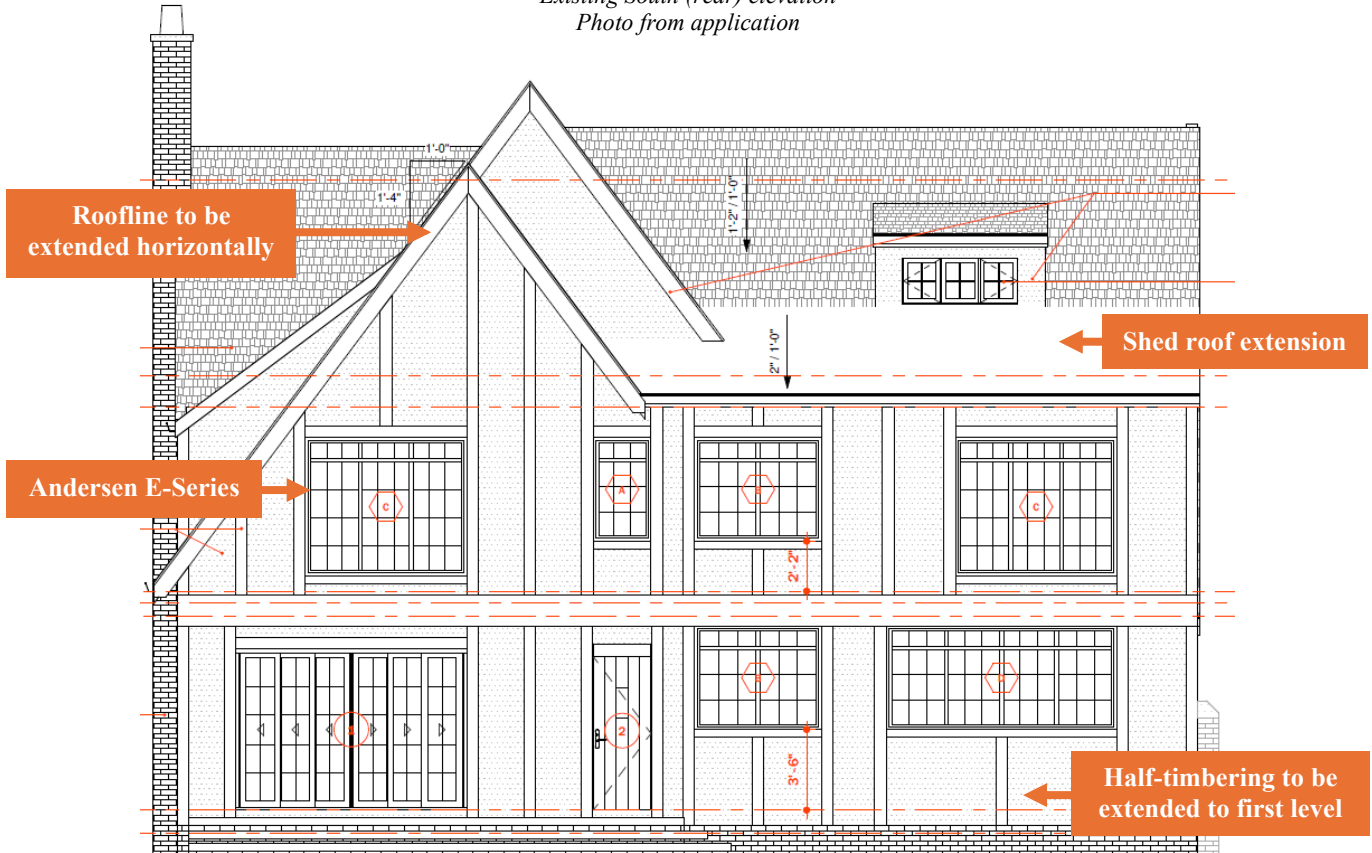


- **Demolish rear façade / Erect rear addition:**

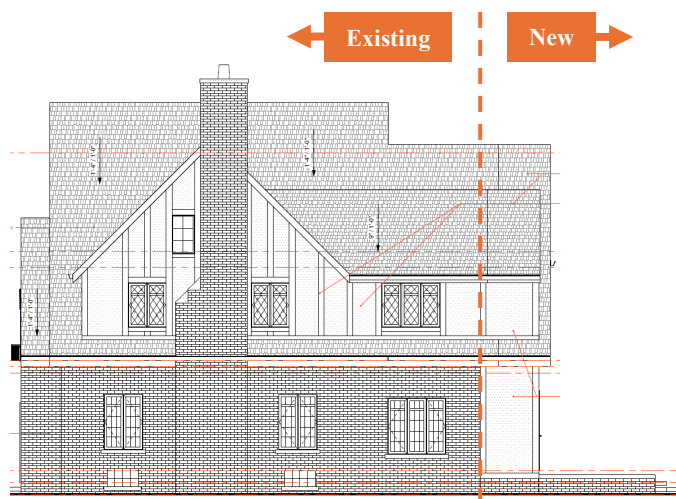
- The following photo illustrates the significant, character-defining elements which are proposed to be demolished:



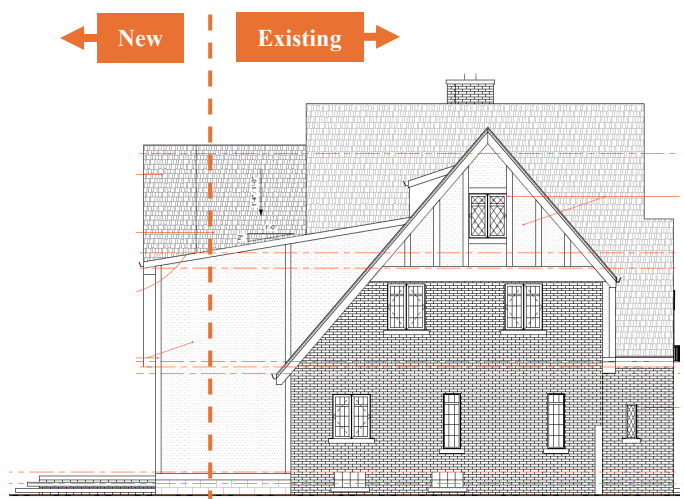
*Existing South (rear) elevation  
Photo from application*



*Proposed addition, South (rear) elevation, from application*



*Proposed West elevation, from application*



*Proposed East elevation, from application*

- The submitted drawings (shown above) indicate the following regarding the rear addition:

#### ROOFLINE

- Horizontal extension on the nestled gable end
- Shed roof extension and change in angle to be finished with an EPDM roofing membrane

#### SIDING

- The first level will be half-timbering, instead of matching the existing brick and brick patterning
- The second level will continue the half-timbering from the first level

#### WINDOWS

- Third level dormer window to “repair if possible” but the window is “severely damaged,” and they will “replace if necessary.”
- All remaining South elevation windows to be new Andersen E-Series, Architectural Collection, in Black

#### DOORS

- Multi-slide system to be new Pella Reserve Traditional, Bi-Parting 6 Panel Sliding Door in Black
- Custom built wood door to match existing front entry door style, color, and glass lite

- The existing house is a complete 360 degrees of Tudor expression, including the historic leaded glass casement windows, first and second level brick with an intentional protruding pattern, accompanying second and third level half-timbering detail.
- The Elements of Design states that “textured brick and brick laid in patterns creates considerable interest, as does half-timbering, leaded and subdivided windows” and the “casement windows are leaded.”
- The demolition, and subsequent replacement, of the South façade’s distinctive and character-defining elements “has the potential to change its historic character as well as to damage and destroy significant historic materials and features.” Specifically, continuing to reference the National Park Service’s ‘New Exterior Additions to Historic Buildings: Preservation Concerns’ brief:
  - **Preserve Significant Historic Materials, Features and Form**
    - *Damaging or destroying significant materials and craftsmanship should be avoided, as much as possible.*
    - *A new addition that will abut the historic building along an entire elevation ... will likely integrate the historic and the new interiors, and thus result in a high degree of loss of form and exterior walls, as well as significant alteration of interior spaces and features, and will not meet the Standards.*

- **Compatible but Differentiated Design**
  - *...when the new work is highly replicative and indistinguishable from the old in appearance, it may no longer be possible to identify the "real" historic building.*

- **Rehabilitation:**

- **WINDOWS**

- The applicant proposes to evaluate the existing historic windows and repair, including replacement of missing glass and/or trim, in-kind or removal/replacement of “damaged” windows.
- Staff has authority to approve in-kind replacement, **contingent upon staff determination that such replacement work** is consistent with the Secretary of the Interior’s Standards for Rehabilitation; and specifically, that the level of deterioration of any individual feature, element or assembly proposed for replacement **is severe enough to be beyond reasonable repair** per Standard 6.

- **REPLACE ASPHALT ROOF FOR ASPHALT ROOF**

- Certain Tweed, Landmark Pro line in Max Def Cobblestone Gray

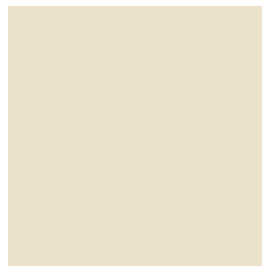


*Proposed asphalt shingles, from Certain Tweed*

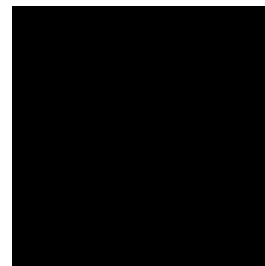
- Replace gutters
  - Black in color, aluminum

- Repaint stucco
  - C:4 Yellowish White

- Repaint half-timbering
  - B:19 Black



*C:4 Yellowish White*



*B:19 Black*

- Repaint and replace damaged or missing fascia, soffit, dentil, and trim
  - B:19 Black
  - In-kind repair repairs are staff approvable. This is defined as faithfully reproducing original, historic, or documented character-defining features, elements, and assemblies with respect to design, color, finish, texture, craftsmanship, materials, relationship to other elements or spaces, and other visual qualities.
- Tuckpoint brick
  - Match existing mortar

## ISSUES

- The proposed addition does not meet the Standards because it will result in the removal of the entire South (rear) façade, which has many prominent and distinctive character-defining elements.

## RECOMMENDATION(S)

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

#### **Recommendation 1 of 2 – Denial – Erect rear addition**

Staff recommends that the proposed work will be inappropriate according to the Secretary of the Interior's Standards for Rehabilitation and the Sherwood Forest Historic District's Elements of Design, specifically:

*Standards #:*

*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.*

*3.Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*

*5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*

*9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

*10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

*Elements of Design #: 7, 8, 11, 15*

For the following reasons:

- The proposed rear addition will result in the removal and destruction of the entire façade, which incorporates many prominent and distractive character-defining features, including but not limited to historic half-timbering, textured brick, ornamental windows, and the substantial alteration of historic massing/expression that is fundamental to the historic character of the building.

#### **Recommendation 2 of 2 – COA – Rehabilitate dwelling**

Staff finds that the proposal for the remaining work items will not alter the features and spaces that characterize the property and district and therefore recommends the Commission issue a Certificate of Appropriateness for the work as proposed as it meets the Secretary of the Interior's Standards and the Sherwood Forest Historic District Elements of Design, with the condition that:

- Subject to HDC Staff review and evaluation of any “damaged” windows that are proposed for replacement, including consideration of the proposed replacement product or design.