



**SR-1 – OBJECTIVE STAFF REPORT (05-29-2026)**

*This report, prepared by staff, summarizes the proposed scope of work, the existing conditions at the property, and any factual background information. No PDD/HDC staff analysis/opinion is included.*

**ADDRESS:** 4252 CORTLAND

**MEETING DATE:** 06-10-2026

**APPLICATION NUMBER:** HDC2026-00169

**HISTORIC DISTRICT:** RUSSELL WOODS-SULLIVAN HISTORIC DISTRICT

**APPLICANT:** BFAE CONSTRUCTION & DESIGN

**OWNER:** JOSE PADILLA

**ARCHITECT/CONSULTANT:** JOSE PADILLA

**DATE OF PROVISIONALLY COMPLETE APPLICATION:** 05-04-2026

**DATE(S) OF STAFF SITE VISIT:** 05-22-2026

**SCOPE PHRASE FOR AGENDA:** REPLACE 5 DOORS

**PUBLIC HEARING PER 21-2-77:** NO

**SUMMARY OF SCOPE OF WORK:**

*Based on staff review of the submitted documents, the following work is proposed:*

- **Replace front door, first floor**
  - Applicant states that the front door is original to the house; staff can't confirm.
  - Current front door has small trim pieces fastened to it all over and the door and the trim pieces have all been painted black.
  - Proposed is to replace it with a fiberglass door of a highly modern design with narrow, horizontal glass slits and a long, vertical handle.
- **Replace front door, second floor**
  - Original, historic door with a glass window and a denticulated shelf below the window
  - Replace with a door of a modern design with a narrow, tall window and a long, vertical handle. Material unknown.
- **Replace side door**
  - Current door is not historic; has a rectangular window that is wider than tall.
  - Replace with a panel-style door, to be painted black. Material unknown.
- **Replace back door, first floor**
  - Current door is not historic and is damaged by dog claws; appears to be a steel or fiberglass panel-style door.
  - Replace with a panel-style door, to be painted black. Material unknown.
- **Replace back door, second floor**
  - Current door is not historic. Door is a plain, slab door with a small rectangular window, taller than wide.
  - Replace with a modern door with narrow vertical stiles and five wide horizontal rails and four windows. Material unspecified, but staff research on CODEL entry systems Model

CON22104-70 shows that the proposed is a fiberglass door.

**MISSING INFORMATION, CLARIFICATION, OR OTHER ITEMS RELATING TO A COMPLETE SCOPE OF WORK:**

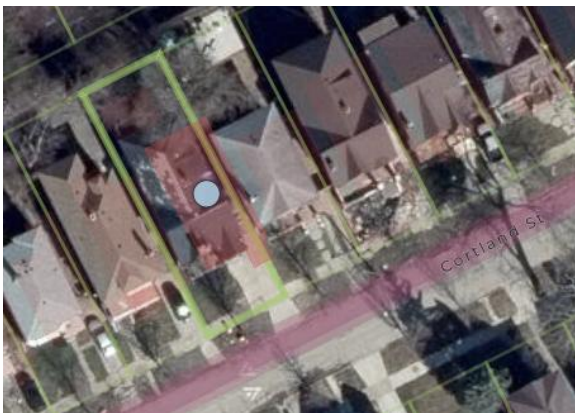
- Is every replacement door fiberglass? If not, which doors are other materials and please specify those other materials.
- Please provide exterior photos of the side and rear of the house showing every door opening. (Some sides may require more than one photo.)

**EXISTING CONDITIONS:**

- 4252 Cortland is on the north side of Cortland between Broadstreet and Petoskey and is a 2.5-story brick house with a side-gable roof. On the front of the house are two side-by-side gables, and one projects to form a two-story covered porch. The covered porches have arched openings, and a prominent feature on the front of the house is a wide, brick chimney with stone details and a tall narrow arch with herringbone bricks infilling the arch. The window openings on the front of the house are tall and narrow, but the windows look to staff to be replacement windows.



- Staff photo, front of house (south end), May 2026



- Base Unit Tools, 4252 Cortland

## **BACKGROUND INFORMATION:**

- A parallel application is under review by the historic district staff for rehabilitation work on the house, including porch work, roof work, gutters and downspouts, windows, and painting.
- A 1948 BSEED building permit was issued to build a two-story rear open porch (12' x 7'), and the card notes that the existing house is a “2-family brick veneer dwelling.”
- PDD has no paper file on this property, and DPI shows no permits or violations at this property.
- Accela shows the following:
  - 2002 special inspection
  - 2002, 2003, and 2004: residential inspections for code enforcement/property maintenance
  - 2006: presale inspection
  - 2011: Dangerous Building complaint
  - 2019: Electric and plumbing permits
  - 2019: Presale inspection
  - 2021: Mechanical inspection
  - 2024: Plumbing and special inspection
  - 2025: Single-family conversion

## **DISTRICT INFORMATION/SIGNIFICANCE:**

- Period of Significance: 1920-1949 (HDAB Final Designation Report)
- The District’s Elements of Design are found in the City’s ordinance Sec. 21-2-168, available at [https://library.municode.com/mi/detroit/codes/code\\_of\\_ordinances?nodeId=CICOCH21--43\\_CH21HI\\_ARTIHHIDILA\\_DIV5DEDI\\_S21-2-168RUWOLLHIDI](https://library.municode.com/mi/detroit/codes/code_of_ordinances?nodeId=CICOCH21--43_CH21HI_ARTIHHIDILA_DIV5DEDI_S21-2-168RUWOLLHIDI) .
- This house was in the earlier, Russell Woods part of the district, platted in 1916 and built in the 1920s and 30s.
- Contributing status of resource is not stated by the HDAB designation report.

**REPORT PREPARED BY:** et