

**COMMISSION OF ARCHITECTURAL REVIEW
STAFF REPORT
September 27, 2016 Meeting**

1. **CAR No. 16-128** (R. Prasad)

**518 North 25th Street
Church Hill North Old and Historic District**

Project Description: **Install a 2/2 aluminum clad wood window
in a restored opening on the façade.**

Staff Contact: **M. Pitts**

The applicant requests approval to install a new window in a restored opening on the façade of the structure in the Church Hill North Old and Historic District. This structure was renovated prior to the establishment of the Church Hill North Old and Historic District to include the removal of the 2nd story window which aligned with the front door, the installation of vinyl siding and windows, and the replacement of the metal roofing with asphalt shingles. With this application, the applicant proposes to install a 2/2, simulated divided lite, aluminum clad wood window in the location of the historic window opening based on evidence in the interior of the structure and photographic evidence. The applicant proposes to install wood window trim to match the adjacent windows. In addition to the window installation, the applicant proposes to repair the porch with in kind materials which does not require the approval of the Commission.

Staff recommends approval of the project. The *Richmond Old and Historic Districts Handbook and Design Review Guidelines* state that the number and location of windows should not be changed by blocking out windows and that boarded windows should be uncovered (pg. 65, #4, #8). The covering of the subject window opening was an inappropriate alteration that occurred prior to the establishment of the District. The Guidelines note that the architectural appearance of original windows should be used as a model for new windows (pg. 65, #10). The applicant is proposing to install windows with a 2/2 configuration which is consistent with the windows found on the home in 1977. The applicant is proposing to not install a vinyl window which is the type of window found on the structure and noted in the guidelines as inappropriate material (pg. 65, #11) but rather aluminum clad wood window which is appropriate for the district.

It is the assessment of staff that the application is consistent with the Standards for Rehabilitation in Section 30-930.7(b) of the City Code, as well as with the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*, specifically the pages cited above, adopted by the Commission for review of Certificates of Appropriateness under the same section of the code.