

**COMMISSION OF ARCHITECTURAL REVIEW
STAFF REPORT
October 27, 2015 Meeting**

1. **CAR No. 15-124** (J. & T. Smither) **312 North 29th Street
St. John's Church Old and Historic District**

Project Description: **Remove kitchen window**

Staff Contact: **M. Pitts**

The applicant requests approval to remove one window from the north side of the rear addition. The property is located in the St. John's Church Old and Historic District. Based on the Sanborn maps, the rear addition to the original 1860 structure was a result of a porch enclosure that occurred sometime after 1952; and photographs from the Historic Richmond Foundation show the addition was not present in 1980. The owner would like to remove the window on the addition to facilitate the installation of cabinetry as a part of a future kitchen renovation. The owner has stated that she intends to install siding over the window opening. The property is under easement with the Historic Richmond Foundation. Staff from the Foundation has review the application and does not have any objection to the window being removed.

Staff recommends approval. The *Richmond Old and Historic Districts Handbook and Design Review Guidelines*, Building Elements: Windows (pg. 65) state that all original windows should be retained and the number and location of original windows should not be changed. Based on the Sanborn maps and photographic documentation, the rear addition to the home was not original to the structure and was a contemporary addition. Therefore, the window which is to be removed is not an original window that the guidelines would recommend to be retained. Additionally, based on its age, the rear addition has not acquired historic significance in its own right which should be preserved. Therefore, staff recommends that the non-historic window may be removed and that wood siding to match the existing siding be installed over the opening.

It is the assessment of staff that the application is consistent with the Standards for Rehabilitation in Section 114-930.7(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.