

**AGENDA
HISTORIC PRESERVATION COMMISSION**

**City of High Point
Municipal Building
City Council Chambers
May 8, 2019
6:00 P.M.**

1. Call To Order And Determination Of Quorum
2. Approval Of The Minutes
 - 2.1. April 10, 2019 Regular Meeting
3. Public Hearing Items
 - 3.1. John Stevenson, 233 Woodrow Avenue, CA-19-03
A request to: (a) replace the home's wood front door with a steel door and (b) replace wood windows with vinyl windows in select window openings on the front and side elevations.

Documents:

[CA-19-03 STAFF REPORT.PDF](#)

4. Old Business
5. New Business
6. Adjournment

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
CERTIFICATE OF APPROPRIATENESS CA-19-03
May 8, 2019**

Request	
Applicant: John Stevenson 233 Woodrow Avenue	Owner(s): John Stevenson and Melanie Trogdon
Proposal: A request to: (a) replace the home's wood front door with a steel door and (b) replace wood windows with vinyl windows on the front and side elevations.	

Description of Property
Built in 1931, the residence at 233 Woodrow Avenue is a 1-1/2 story brick bungalow with clipped gable front porch and clipped gable stuccoed dormers on both the front and rear elevations. A small one-story shed roofed extension is located on the east side of the residence and a shed roofed screen porch extends from the rear elevation. A freestanding shed roofed carport structure is located over the driveway on the west side of the residence. The residence features bracketed eaves and tapered porch supports on brick piers and balustrade that is capped by concrete. The residence was originally owned by S. E. and Ethel Montgomery. S. E. Montgomery was a foreman at Snow Lumber Company.

Details of Proposal

Mr. Stevenson requests approval for the replacement of the home's two paneled, six-light wood door with a Champion steel door that has two small simulated raised panels at the bottom with a large simulated arched raised panel inset with a vertically oriented oval window with simulated leaded glass. The steel door has wood grain texture and has been finished to resemble wood. This is an after-the fact Certificate of Appropriateness request due to the applicant having already replaced the front door. Mr. Stevenson has not indicated why he replaced the front door.

Mr. Stevenson also requests approval for the replacement of a number of windows on the front and side elevations with Champion vinyl windows, with insulated glass, internal simulated muntins or light grid on some of the windows and bronze exterior finish. This is also an after-the fact Certificate of Appropriateness request due to the applicant having already replaced many of the home's existing windows. The applicant would also like to wrap the trim of the remaining existing windows with dark vinyl to match the new replacement windows.

The large window opening on the front porch that previously consisted of three double-hung windows (one large six over one central window with narrower four over one windows on each side) has been replaced with four evenly sized casement windows assembled into one unit that projects from the front wall that the manufacturer calls a casement bow window. The two outside windows of the casement bow have the simulated muntins or light grill between the two panes of glass. The two central windows of the bow window unit do not have any simulated lights.

On the east facing façade, the small square windows located on each side of the chimney that were previously six light fixed or casement windows have been replaced with a window with no muntins or simulated light grill. The windows located in the small shed roofed extension on the east facing façade that consisted of a pair of six over one double hung windows has been replaced with three evenly sized windows assembled into a casement bow window. The two outer windows have simulated muntins or light grill located between the panes of glass, while the central window has no simulated muntins.

On the west facing façade, the one small square window located near the front wall that previously was a six-light fixed or casement window has been replaced with a window with no muntins or simulated light grill. The large window opening in the center of the west facing façade that consisted of a pair of six over one double hung windows has been replaced with three evenly sized windows assembled into a casement bow window. The two outer windows have simulated muntins or light grill located between the panes of glass, while the central window has no simulated muntins. The applicant has not indicated why he wishes to replace the home's existing windows.

Staff Analysis and Comment

The Development Ordinance states that in granting a Certificate of Appropriateness, the Historic Preservation Commission shall take into account the historic or architectural significance of the property under consideration and the exterior form and appearance of any proposed additions or modifications to a structure. Interior arrangement shall not be considered.

According to the Design Guidelines, changing the pattern and rhythm of window and door openings on any building elevation by adding, altering, or eliminating a unit may significantly diminish its architectural character. The replacement of a structure's historic wood windows with vinyl windows compromises the architectural integrity and historic character of a building and is rarely an acceptable compromise. Maintaining and repairing historic wood windows to keep them operable and weathertight is generally more sustainable and cost effective over time than replacing them with new units with a much shorter lifespan. A number of best practices and preservation considerations are mentioned in the Design Guidelines for the protection and maintenance of historic windows including: removal of paint build up to facilitate their operation; application of weatherstripping to reduce air infiltration; reglazing sashes to prevent air and moisture infiltration and installation of interior or exterior storm windows. It should be noted that allowing replacement windows and doors of any kind tends to lower the historic and architectural value of the structure.

The following design guidelines for Windows and Doors are relevant to the applicant's request to replace the home's existing windows and doors:

- 1. Retain and preserve windows that contribute to the overall historic character of a building, including their functional and decorative features, such as frames, sash, muntins, sills headers, moldings, surrounds, hardware, shutters, and blinds.*

2. *Retain and preserve doors that contribute to the overall historic character of a building, including their functional and decorative features, such as frames, glazing, panels, sidelights, fanlights, transoms, surrounds, thresholds, and hardware.*
 3. *Protect and maintain wood and metal elements of historic windows and doors through appropriate methods.*
 4. *Repair historic windows and doors and their distinctive features through recognized preservation methods for patching, consolidating, splicing, reinforcing, and reglazing.*
 5. *If replacement of a deteriorated historic window or door detail or feature is necessary, replace only the deteriorated feature in kind rather than the entire unit. Match the original in design, dimension, material, and quality of material. Consider use of compatible substitute materials only if using the original material is not feasible.*
 6. *If a historic window or door unit is deteriorated beyond repair, replace the unit in kind, matching the design and dimension of the original sash or panels, pane configuration, architectural trim, detailing, and materials. Consider use of compatible substitute materials only if using the original material is not feasible.*
 7. *If a historic window or a door is completely missing, replace it with a new unit based on accurate information of the original or a new design compatible with the original opening and the historic character of the building.*
11. *It is not appropriate to remove original doors, windows, shutters, hardware, or trim from a character-defining elevation.*

Prior to approval of any Certificate of Appropriateness request, the Commission must make a finding that the applicant's proposed work is congruent with the special character of the Sherrod Park Historic District and in compliance with the Historic District Design Guidelines.

Recommendation

The steel front door with simulated wood texture and oval window that was installed by the applicant is a significant change in material and design from the front door that was likely the home's original front door. The steel door creates a false historic appearance that is not congruent with the bungalow style of the home and is inconsistent with the Historic District Design Guidelines.

The vinyl replacement windows are a change in material, type of window (double hung vs. casement/fixed), number of windows in the multi-window openings, bow or projecting window units instead of a recessed window unit, and light configuration. The windows installed also have a dark tint to the glass that when combined with the dark vinyl trim significantly alters the wall to window relationship. The Design Guidelines address using compatible substitute materials if using the original materials are not feasible; however the new window design should be compatible with the original windows. To be consistent with the Design Guidelines, the replacement windows installed by the applicant should be replaced with high quality wood windows or vinyl/aluminum clad wood windows that more closely match the home's original windows in type, size, number per opening, light configuration, muntin location, and glass opacity. The remaining wood windows that have not been replaced may need paint and reglazing

and benefit from new storm windows to improve the original wood window's energy efficiency as well as providing a degree of additional protection from the elements.

Based upon the submitted COA application, the applicant's request is not consistent with the Historic District Design Guidelines and it is the staff's recommendation the request should be denied.

Report Preparation

This report was prepared by Planning and Development Department staff member David J. Fencil, AICP and reviewed by G. Lee Burnette, AICP.