

Staff Report



Meeting Date: August 19, 2024

Planner: Sara Dusenberry,
Senior Planner

APPLICATION SUMMARY:

Project Name: Modifications to an existing roof top patio

Case Number: COA24-0003

Application Types: Certificate of Appropriateness (COA)

Location: 2329 W. Main Street

Applicant: Custom Decks, Inc

Owners: Bonnie Anne Chaplin and Charles Robbin Chaplin
Revocable Trusts

Applicant Request: Request for a Certificate of Appropriateness for a new louvered roof cover, outdoor kitchen, and fire pit to be located on an existing roof top patio.

HISTORIC DISTRICT SUMMARY:

Historic Building Name: I. W. Hunt Building

Individual Landmark Designation: No

Historic District: Yes

Applicable Design Guidelines: Downtown Littleton Historic Preservation Design
Guidelines

CONTINUED ITEM:

All *red italicized* text notates an updated analysis or information received since the July 15, 2024 meeting. Any text that is struck through is no longer applicable to the discussion and analysis of the proposal.

PROCESS:

Per Section 10-9-8.1 of the Unified Land Use Code (“ULUC”), titled Certificate of Appropriateness (COA), before carrying out any new construction, alteration, relocation, or demolition involving the exterior of any designated landmark or property in a historic district (including non-contributing properties), the owner(s) shall submit the proposed work to the Director, as well as apply for any other required permits.

The ULUC distinguishes between Major Changes and Minor Alterations. Projects that qualify as Major Changes must obtain a COA from the historical preservation board. As this application includes “additions to a principal structure visible from a public right-of-way,” it qualifies as a Major Change. As such, the final determination for this Certificate of Appropriateness must be approved by the Littleton Historical Preservation Commission in a public hearing.

LOCATION:

2329 W. Main Street is located at the NW corner of the intersection of W. Main Street and S. Sycamore Street and is zoned Downtown Main Street (DMS).

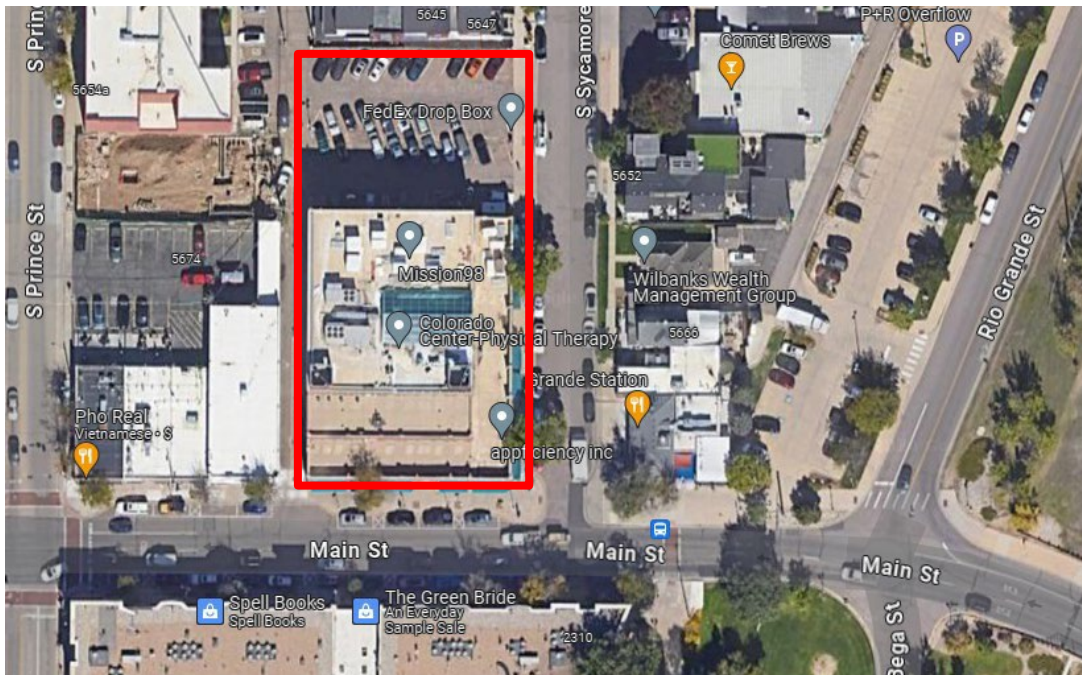


Figure 1: Aerial photo of 2329 W. Main Street with property designated by red bounding box.

PUBLIC NOTICE REQUIREMENTS AND PROCESS:

Pursuant to Section 10-9-3.5 of the ULUC, notice of public hearings shall be given in accordance with Table 10-9-3.9.1, which states, in part, for the relevant applications before the Commission:

Table 10-9-3.9.1 Development Review Summary							
Development Application	Pre-App Required	Neighborhood Meeting	Review and Decision		Public Notice	Expiration (10-9-3.8)	Applicable Standards
			Review/Recommend	Decide			
CDD = Community Development Director; PC = Planning Commission; CC = City Council; HPB = Historical Preservation Board; BOA = Board of Adjustment; BBoA = Building Board of Appeals; [] = Public Hearing Required							
Historic Preservation Applications							
Certificate of Appropriateness (Sec. 10-9-8.1)	✓		CDD	[HPB]	M Po	1 year	Chapter 8

Pu = Published in newspaper 10 days prior to public hearing in accordance with Section 10-9-3.5
 Po = Sign posted on property 10 days prior to public hearing in accordance with Section 10-9-3.5
 M = Mailed notice to adjoining property owners or property owners within a specified distance of the subject property 10 days prior to public hearing in accordance with Section 10-9-3.5

Section 10-9-3.5 of the ULUC requires that any notice provided by mail, shall be provided through the United States Postal Service to all addresses, units, and property owners located within 700 feet of the property. If there are any homeowner’s or other owner associations within 700 feet of the property, then notification need only be sent to the association’s designee.

In accordance with the ULUC provisions regarding public notice, staff notified all addresses, units, and individual property owners and residents within 700 feet of the site at least ten (10) days in advance of the June 17, 2024 hearing date.

PROPERTY HISTORY:

- 1919** Year of construction, Ivy W. Hunt built building to use as a Ford car dealership
- 1949** Red Comet Fire Extinguisher Company utilizes building for their headquarters
- 06/ 2024** Applicant reached out to Planning staff to discuss proposed modifications
- 06/2024** Applicant applies for Certificate of Appropriateness (COA)
- 07/2024** Commission hearing

BACKGROUND:

The building was originally built by Ivy W. Hunt and was utilized as a Ford car dealership. The building had an auto-oriented use until 1949 when the Red Comet Fire Extinguisher Company utilized the space for their headquarters. The Red Comet Company utilized the building until 1963. The property has been utilized for various commercial purposes. The building is currently known as LittleTown and houses a variety of office-oriented uses. The building was originally one story with the second and third floor additions constructed later. The additions are stepped back, minimizing impact on the historic structure and are visible from the north and east. The building, although altered, is representative of early twentieth century commercial construction for car dealerships through its brick wall with piers and broad front with large display windows.

In June 2024, Custom Decks, Inc., applied for a certificate of appropriateness, on behalf of the property owner, to modify the existing site. The proposal is for a new louvered roof cover, outdoor kitchen, and fire pit to be located on an existing roof top patio.



Figure 2: Historic photo of 2329 W. Main Street



Figure 3: View of existing south facing façade at 2329 W. Main Street.

APPLICATION DETAIL

The application's primary intent is to provide louvered shade structure to cover an existing roof top patio. The patio is located on the roof of the second story addition on the southwestern corner facing Main Street. The patio will also have an added fire pit and outdoor kitchen. The fire pit and outdoor kitchen are largely not visible. The proposed fire pit is 2.5ft by 8ft and the kitchen is 2.5ft by 12.2ft. The structure is proposed to be tan, powder coated steel and 10ft tall. It will be 817sf and 38ft by 21.5ft. About 7ft of the structure is visible above the parapet wall, and the structure is visible from Main Street. The structure will be attached to the exterior wall of the third floor and supported by four posts along the parapet wall. The structure is located on and affecting non-historic additions to the building.

The applicant provided an updated drawing with site lines further east of the property from Main Street looking west. The structure will be visible from this portion of Main Street.

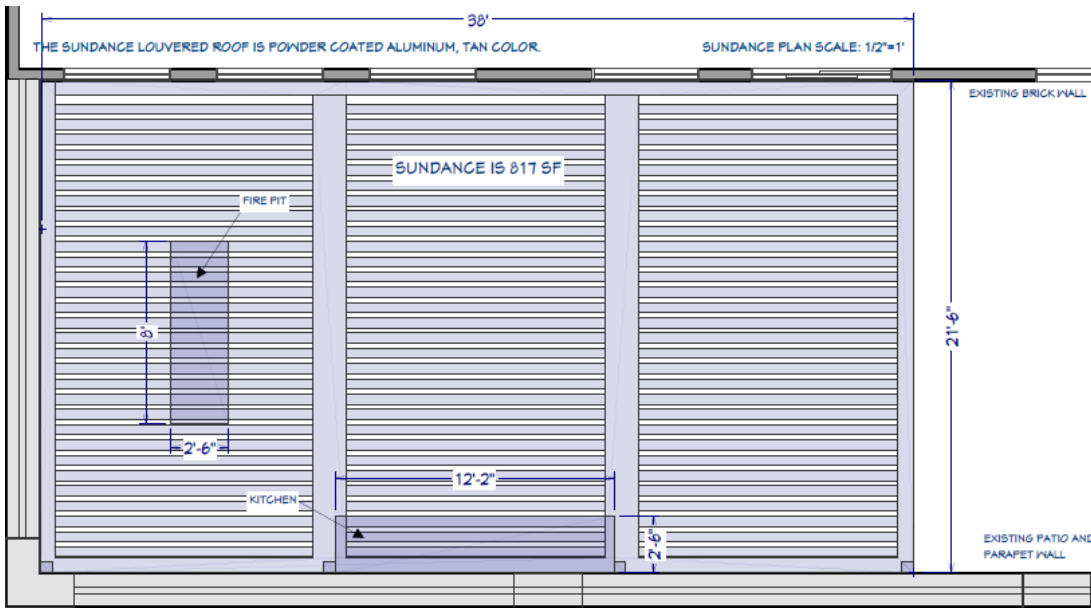


Figure 4: Proposed floorplan, 2329 W. Main St.

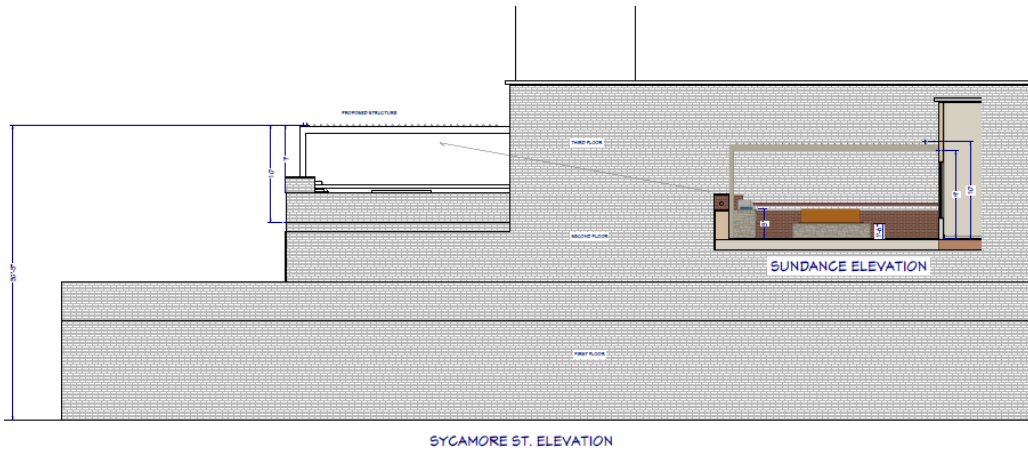


Figure 5: Proposed east elevation, 2329 W. Main St.

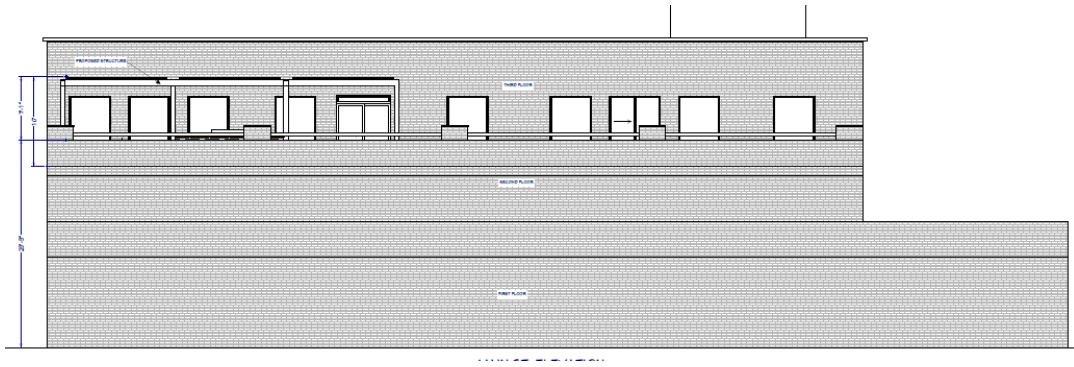


Figure 6: Proposed south elevation, 2329 W. Main St.

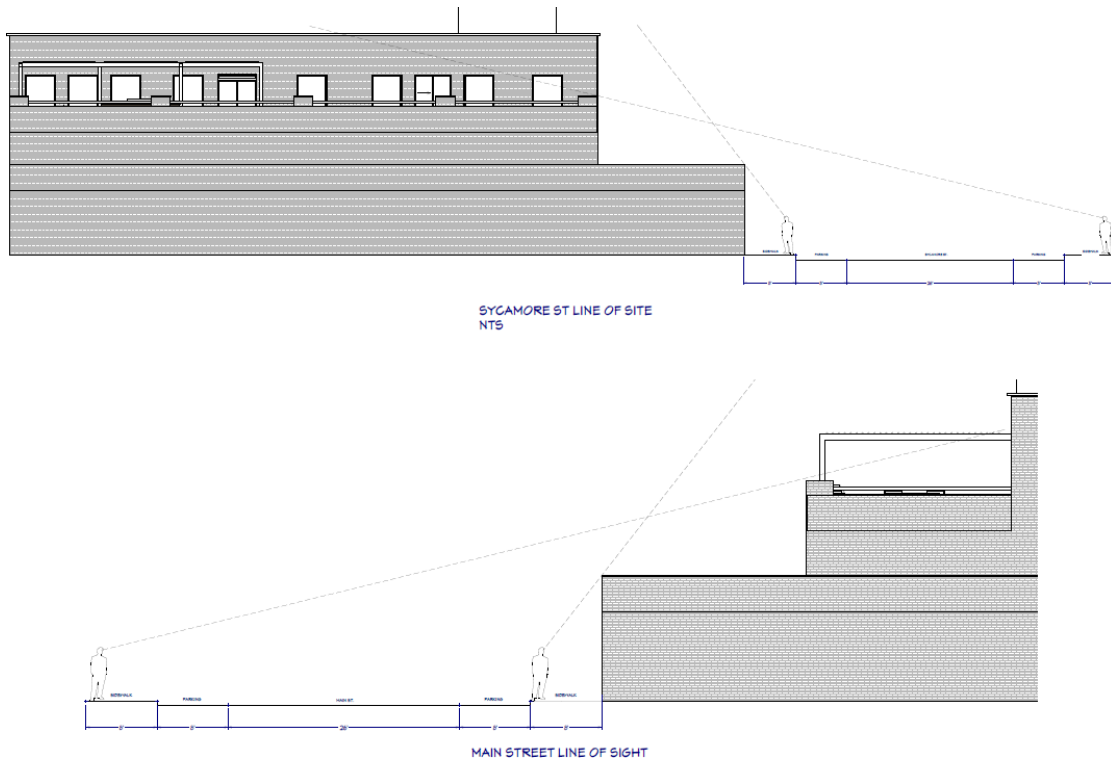


Figure 7: Site lines of proposed addition, 2329 W. Main St.



Figure 8: 3-D rendering of proposed addition, 2329 W. Main St.

DECISION CRITERIA AND ANALYSIS:

Eligibility

Pursuant to Section 10-8-1.2 of the ULUC, prior to beginning work on a designated historic landmark or property in a Historic District, the property owner shall consult with the Director and submit materials for a certificate of appropriateness. Additionally, per Section 10-9-8.1(A) of the ULUC, the Certificate of Appropriateness “provides for the preservation of historic resources and establishes criteria for the proposed alterations to designated landmarks and buildings in historic districts.” 2329 W. Main Street is a contributing building in the Littleton Downtown

Historic District, and as such any proposed work must be approved through a COA process.

Approval Criteria & Analysis

10-9-8.1(C). General Decision Criteria. A Certificate of Appropriateness may be approved, approved with conditions, or denied based on the following criteria:

1. **Federal Standards.** The proposed changes are in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings as adopted by the National Park Service:

Standard #1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

This building has served as a commercial structure with office-oriented uses since the mid-Twentieth Century. The proposed addition does not affect the use or defining characteristics of the building. This standard appears to be met.

Standard #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.

The work under review with this COA will not include the removal of historic materials. The proposed addition will be constructed on the roof of a second story, non-historic addition. This standard appears to be met.

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

None of the proposed changes create a false sense of historic development or include conjectural elements or architectural elements from other buildings. This standard appears to be met.

Standard #4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

The proposed addition will not change any features that gained significance. This standard appears to be met.

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

No distinctive features, finishes, or construction techniques will be altered through this addition. This standard appears to be met.

Standard #6. Deteriorated historic features shall be repaired rather than replaced.

Where the severity of deterioration requires replacement of a distinctive features, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

No historic features will be impacted by the addition. This standard appears to be met.

Standard #7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials.

The applicant is aware that no harsh treatments, such as sandblasting or corrosive chemicals may be used. The options before HPC in this application for a COA do not anticipate inclusion of any harsh treatments. This standard appears to be met.

Standard #8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measure shall be undertaken.

There are no known archaeological resources on the property. No excavation is expected with these alterations. This standard appears to be met.

Standard #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.

The proposed additions are clearly differentiated but compatible and will protect the historic integrity of the property. No historic materials will be affected by the addition. This standard appears to be met.

Standard #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.

The additions proposed are sensitive to this standard. This standard appears to be met.

- Littleton Design Standards and Guidelines.* The proposed changes are in compliance with the adopted design standards and guidelines documents, such as the Downtown Littleton Historic Preservation Design Guidelines, as outlined in the Design Requirements section on the city's Envision Littleton webpage:**

Downtown Littleton Historic Preservation Design Guidelines

As a part of the Littleton Downtown Historic District, this application is subject to the *Downtown Littleton Historic Preservation Design Guidelines*. These guidelines establish solutions and standards for the restoration, preservation, and treatment of historical buildings. The specific guidelines are separated into six categories: commercial facades and storefronts;

windows; doors; roofs; building materials; cornices, moldings, and other architectural features. The Design Guidelines also establish solutions for additions to historic buildings, including commercial and residential properties and historic site features. Relevant guidelines to this proposal are outlined and evaluated below:

1) Solutions for Additions to Historic Buildings

3.52 Minimize the loss of historically significant features when planning an addition.

(i) *The proposal should not result in the loss of historically significant features.*

3.53 An addition should be compatible with the main building.

(ii) *The proposal is compatible with the main building as it is ~~not overly visible and~~ will be constructed on a non-historic addition. The proposed structure will be visible from Main Street, when entering Downtown Littleton, due to this portion of the street sitting at a higher elevation. The portion of Main Street from which the site lines were taken from is outside the historic district.*

The structure will be visible from certain portions of Main Street but is compatible with the main building. The scale and massing of the structure is in keeping with the main building and is subordinate to the main building in size and location. Additionally, the structure will be placed on a setback, second story, non-historic addition and has no impact on the integrity of the historic building or overall district.

3.54 Minimize the visual impacts of skylights and other rooftop devices.

~~(iii) The proposal does not include any skylights or rooftop devices but does include a structure on the roof. The structure is only visible from Main Street and is not visually impactful.~~ *The structure will be visible from Main Street in multiple locations, but its location and design seek to minimize the impact on the historic building and character of the district.*

Window Replacement Design Guidelines

No historic windows will be replaced or affected by this proposal. As such, staff finds that the application is consistent with the intent of these guidelines as the proposed improvements will not alter, remove, or replace any historic windows that may exist.

3. **Original Features.** The proposed work preserves, rehabilitates, or reconstructs the original architectural features, and proposed new features are visually compatible with designated historic structure(s) located on the property in terms of design, finishes, material, scale, mass, and height.

Staff finds that the proposed work does not impact the historic building and is visually compatible. This criterion appears to be met.

4. **Compatibility.** If property is in a designated historic district, the proposed work is visually compatible with the development on abutting properties and those on the same block. The HPC shall consider characteristics such as setbacks and building scale.

Staff finds that the proposed work is compatible with the surrounding historic district. This type of structure is not common on rooftops in Downtown, but the overall impact of the addition to

the historic building and the district is minimal. This criterion appears to be met.

5. ***Character, Interest, and Value.*** Aside from changes that do not require a Certificate of Appropriateness, as set out in paragraph B.3.a, above, the proposed work does not adversely affect the special character or historical, architectural, or aesthetic interest or value of a landmark or property in a historic district.

Staff finds that the proposed work does not adversely affect the special character or historical, architectural, or aesthetic interest or value of the building. The special character of the building, as it relates to its historic significance, will not be impacted. The options presented in the COA for the addition will not alter the historic significance of the building. This criterion appears to be met.

6. ***Color and Materials.*** The architectural style, arrangement, textures, paint colors especially if applied to brick or stone, and arrangement of colors and materials used on existing and proposed structures are compatible with the character of the existing landmark or property in a historic district; and

Staff finds that the exterior colors and materials, and their arrangement, are compatible with the character of the existing building. This criterion appears to be met.

7. ***Exterior Features.*** The proposed work preserves, enhances, or restores, and does not damage or destroy the exterior architectural features of a historical landmark or property in a historic district.

Staff finds that this COA application will not negatively affect the exterior architectural features of the historic building and does not damage or destroy the primary features of the building. This criterion appears to be met.

HISTORICAL PRESERVATION BOARD OPTIONS:

Pursuant to Section 10-9-8.1.E, the HPC shall approve, approve with conditions, or deny the certificate of appropriateness. The commission may also issue an order to continue the application process if the commission determines that additional information is necessary to make a decision.

STAFF RECOMMENDATION:

Staff finds that the Certificate of Appropriateness for 2329 W. Main St. meets all the approval criteria in the ULUC Section 10-9-8.1. As such, Planning staff recommends approval, as outlined in HPC Resolution 05-2024.