STAFF BRIEF

This document is the staff’s comparison of the Secretary of the Interiors Standards for Rehabilitation, Design Guidelines for Denver Landmark Structures and Districts, the Landmark Preservation Ordinance (Chapter 30, Revised Municipal Code) and other applicable adopted area guidelines as applied to the proposed application. It is intended to provide guidance during the commission’s deliberation of the proposed application. Guidelines are available at www.denvergov.org/preservation

Project: 2018-COA-451  
Address: 3332 Alcott St.  
Historic Dist/DLM: Potter Highlands  
Year structure built: 2020 (Period of Significance: Prior to and Including 1943)  
Council District: District 1: Amanda Sandoval  
Applicant: Damon Decker, Fourth Street Group; Kevin Anderson, ArcWest Architecture

Past LPC Action:  
Landmark Preservation Commission November 20, 2018  
Description: ADU  
Motion by G. Petri: I move to approve application #2018-COA-451 for the demolition of a non-historic garage and the construction of a new ADU/garage at 3332 Alcott St., as per design guideline 4.19, character-defining features for the Potter Highlands historic district, presented testimony, submitted documentation and information provided in the staff report.  
Second: K. Wemple  
K. Wemple: amendment to include guidelines 4.6, 4.8 and 4.18.  
Vote: Unanimous in favor (9-0-0), motion carries.

Landmark Preservation Commission Meeting October 6, 2020  
Description: Revisions to ADU and deck  
Motion by G. Johnson: I move to approve the consent agenda items including 101 & 161 Race Street – Country Club, 1437 Bannock St – Civic Center, 3332 Alcott St.- Potter Highlands, 121 Lafayette St.- Country Club, 130 W 1st Ave, 126 Archer Pl and 1928 E 14th Ave.  
Second: G. Petri  
Vote: unanimous in favor (7-0-0), motion passes

Project Scope Under Review:  
Install faux meeting rails to windows 203 and 204. The proposed faux meeting rails will not include a spacer bar.

Staff Summary:  
The Commission reviewed a request for a new ADU and garage on November 20, 2018. The application included windows 203 and 204 which were called out as slider windows in the window schedule and were shown in 3-D drawings and elevations as windows with a faux meeting rail to give the appearance of one-over-one windows. Landmark staff issued an approval on December 3, 2018. The Stamped drawing set clearly show the faux meeting rail on the windows in elevation and 3-D drawings and the COA issued by staff clearly states: “Only factory installed or glued muntins with internal spacer bars shall be used. Interior muntins are not allowed” and “Any substitution or deviation from the reviewed work requires further review by Denver Landmark Preservation staff PRIOR to work being undertaken.” The COA was revised a total of three times (10/06/2021, 12/14/2021,
06/18/2021) each COA issued contains the above information. Each stamped drawing set issued contained the divided light window pattern.

On August 20, 2021, the Landmark Inspector reviewed the site and documented that the faux meeting rail had not been installed per the approved drawing set and COA. The applicant is proposing to install faux meeting rail on the interior and exterior of the window, but is requesting to omit the required spacer bar on windows 203 and 204.

**Excerpted from Design Guidelines for Denver Landmark Structures and Districts, January 2016**

<table>
<thead>
<tr>
<th>Guideline</th>
<th>Meets Guideline?</th>
<th>Comments</th>
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<tbody>
<tr>
<td>4.8 Design windows, doors and other features to be compatible with the original primary structure and historic context.</td>
<td>No</td>
<td>The applicant is proposing to install a simulated divided light faux meeting rail without a spacer bar. In the past the Commission has not typically allowed slider windows, but allowed them in this case as the windows would have the appearance of a double-hung window by adding a faux meeting rail. Spacer bars have been required consistently in the past by the Commission as they allow the window to appear more like a traditional true divided light window, allowing windows to be similar to those found in the surrounding historic context. Additionally, our Certificates of Appropriateness specifically state that “only factory installed or glued muntins with internal spacer bars shall be used.” The Commission has not typically allowed snap in muntins as they can be removed and do not have the same appearance as a true divided light or simulated divided light window with a spacer bar does.</td>
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**Recommendation:** Approval with Conditions

**Conditions:**
- That the applicant provide a cut sheet showing a slider window and not a casement window.
- That the applicant install a simulated divided light window with a spacer bar.

**Basis:** Snap in muntins can be easily removed and do not match the appearance of a true divided light window. In the past the Commission has consistently required that all divided light windows be factory installed or glued muntins with an internal spacer bar as it more closely matches true divided light windows and better fits in the historic context (guideline 4.8)
Suggested Motion: I move to CONDITIONALLY APPROVE application #2018-COA-451 for the installation of muntin bars on windows 203 and 204 at 3332 Alcott St., as per design guidelines 4.8, presented testimony, submitted documentation and information provided in the staff report with the following conditions:

That the applicant provide a cut sheet showing a slider window and not a casement window.

That the applicant install a simulated divided light window with a spacer bar.