



Historic District Review Board Staff Report

Agenda Title: 536 Randolph Avenue
Agenda Date: July 21, 2026
Prepared by: Tracy Outten, Deputy Planning & Zoning Administrator
Reviewed By: Rick Keuroglian, Interim Zoning Administrator
Date: June 29, 2026

Applicant: Alyce McCoy	Type Of Application: Pre-Application/Certificate of Appropriateness
Site Address: 536 Randolph Avenue	Work to be Performed: to renovate the front porch
Tax Map: 83A3-1-572A & 572B	Current Zoning: R-1
Lot Size: NA	Historic Register: CONTRIBUTING <i>Description: Ca. 1890, Folk Victorian</i> <i>Accessory Structure: NA</i>

Date Application Received: May 29, 2026

Pre-Application Meeting: July 21, 2026

Date Application Deemed Complete: June 2, 2026

Legal Deadline: HDRB Decision (90 Days from Complete Application): August 31, 2026

Overview:

The applicant is seeking to renovate the front porch as follows: (1) to replace the existing tongue and groove 2-3/4" x 3/4" wood flooring with 5.5" x 1" Timbertech Advanced PVC decking; (2) to replace the existing wood beadboard ceiling with a new wood beadboard ceiling; (3) to add square TimberTech balustrades; the previously existing were spindle wood; (4) to replace the existing wood railings with square TimberTech Classic Composite railings; and (5) to replace the existing brick steps with new brick steps.

Aerial Map:**Materials:**

Flooring: TimberTech Advanced PVC 5.5" x 1"

Ceiling: Wood Beadboard

Balustrades: Balusters: Solid Composite - Square, Top Rails: Composite – Premier

Steps: Brick; Railings: TimberTech Classic Composite - Square

Staff Analysis:**Zoning Compliance:**

The property is a legal, conforming use. The proposed project seeks to replace the front porch flooring, ceiling, balustrades, steps, and railing on the single-family dwelling. Zoning Compliance has been achieved based upon this application to the HDRB.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

Historic District Guidelines:

Section 3.1: Architectural Character

Section 3.2: Building Types, Forms, & Associated Architectural Styles (Page 3-12 – Folk Victorian)

Section 4.4: Woodwork – Exterior Wall, Decorative Trim, & Porches

Section 5.4.2: Woodwork – Porches

Section 7.1: Alternative Materials

Section 7.2: Flowchart for Consideration of Historic Material Replacement

Section 7.3: Documentation Requirements for Deteriorated Historic Features & Proposed Alternative Materials

Staff Recommendation:

Staff requests that the HDRB review the application materials submitted by the applicant and determine whether the proposed replacements on the single-family dwelling and the materials are in keeping with the Guidelines of the Historic District and reflect the character and historic appearance of the neighborhood.

Staff is prepared to assist in developing a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

If approved, a Certificate of Appropriateness shall expire of its own limitation six (6) months from the date of issuance if the work authorized thereby is not commenced by the end of such six (6) month period; and further, any such certificate shall also expire and become null and void if such authorized work is suspended or abandoned for a period of six (6) months after being commenced.

Attachments:

Attachment 1: Application and Supporting Documents