

City of



Dover

February 11, 2026

Richard Arnold
1 Kings Highway NE
Dover DE 19901
Via Email: arnoldindover@gmail.com

Power Home Remodeling
2501 Seaport Dr
Chester PA 19013
Via Email: phlno@powerhr.com
Gregory Madrigale: gmadrigale@powerhr.com
Michael Klingensmith: mklingensmith@powerhr.com

Re: Referral of Door/Window Permit #26-118 to Historic District Commission, HI-26-01
Door Project at 1Kings Highway NE, Dover, DE

To Whom It May Concern:

This letter is to inform you that Door/Window Permit Application # 26-118 has been referred to the City of Dover Historic District Commission for consultation. Door/Window Permit #26-118 was filed on January 23, 2026 for a door and window project at 1 Kings Highway NE in Dover, Delaware. This is a two-story single family detached dwelling. The project listed in the Permit submission consists of the removal and replacement of four (4) windows and the removal and replacement of the entry door. The specifics for the windows were not identified as to location and window format. Additional correspondence with the contractor shows the existing double entry doors with transom above are proposed to be replaced with a single panel door with a side light and a transom above.

The location of the subject property within the City of Dover's Historic District zone requires the review and issuance of an Architectural Review Certificate (ARC) for construction and demolition activities. Doors and Window replacements are eligible for Staff review of the ARC during the Building Permit application process. Project activities are reviewed for compliance with the *Zoning Ordinance* and the *Design Standards and Guidelines for the City of Dover Historic District Zone* as stated in *Zoning Ordinance*, Article 10 Section 3.25(A).

Article 10 Section 3.25 *Architectural review standards.*

(A) An architectural review certificate may be issued if it is found that the architectural style, general design, height, bulk and setbacks, arrangement, location and materials and structures affecting the exterior appearance are generally in harmony with neighboring structures and complementary to the traditional architectural standards of the historic district as set forth in the historic district design guidelines and standards adopted by the planning commission and as set forth in the United States Secretary of the Interior's Standards for Rehabilitation.

In reviewing the proposed project for Architectural Review Certification, Staff referenced Chapter 3: Maintenance, Repair, Preservation and Restoration of Existing Historic Buildings of the *Design Standards and Guidelines* which present the *Recommended*, *Not Recommended*, and *Inappropriate* approaches to activities in the Historic District. The *Design Standards and Guidelines* focus on repair of building elements or replacement of the building elements in-kind to match existing conditions. For windows, this generally means windows with the same size, operating function, and light pane format. For doors, this means the same size opening, door format (single or double), and light configuration. More information is needed on the window project as to the location and format of the replacement windows. The proposed replacement door as a single door with side light rather than the narrow double doors does not comply with the recommended practices of the *Design Standards and Guidelines*. Therefore, I am referring the Door/Window Permit application to the Historic District Commission for consultation. See *Zoning Ordinance*, Article 10 Section 3.22 (A) and (B) listed below.

Article 10 Section 3.22 Architectural review certification by the city planner.

(A) An architectural review certificate for specific classes of building permits, including fences, signs, siding, window and door replacement, roofing, the addition or replacement of decorative features, minor demolition, residential additions, and other construction of a minor nature, may be issued by the city planner, after a review and determination that the proposed construction is in general accordance with the standards set forth in subsection 3.25

(B) The city planner may refer any permit application for demolition or construction in the historic district for consultation with commission.

The City of Dover Historic District Commission will review this Permit at their next meeting scheduled for Thursday, February 19, 2026 at 3:30pm. Options for participating in the Meeting include attending In-Person at the City Hall Council Chambers in City Hall at 15 Loockerman Plaza and/or attending the Virtual Meeting presentation using Webex, an audio and video conferencing system. A separate meeting invitation to Join the Meeting virtually will be sent by email to the applicants; where you can click “Join Meeting” to attend that afternoon. This Permit Referral has been assigned Application #HI-26-01. You are encouraged to participate in this meeting in person to discuss the project and provide any additional information on the project. Staff will provide the Historic District Commission with the permit application materials and other background information for their review and action. The Historic District Commission will consider whether Architectural Review Certification can be granted to the project as proposed or if other conditions of approval are required.

Also attached to this Letter are the *Design Standards and Guidelines for the City of Dover Historic District Zone* pertaining to Doors and Windows (pages 3-1 and 3-8). If you have questions or wish to discuss alternative options, please contact the Planning Office at (302) 736-7196 or compplan@dover.de.us.

Sincerely,
Department of Planning and Inspections



Dawn Melson-Williams, AICP
Principal Planner

Attachments: Permit #26-188 and related emails
Photo of door by Planning Office
Excerpt of *Design Standards & Guidelines*

CC: Permit #26-118
HI-26-01