REPORT TO THE HISTORIC DISTRICT COMMISSION

DATE: October 29, 2026

SUBJECT: Case #262425 - Oakwood Subdivision, Phase 2, Lot 2 - Request for Approval of a Certificate of Appropriateness for single-family dwelling located at 275 Ellawood Lane

INTRODUCTION:

- Property owner Nancy Steadman is requesting a Certificate of Appropriateness (CofA) for a new dwelling located on the south side Ellawood Lane (see Exhibits 1 & 4).
- The 0.50-acre property is zoned R-1: Low Density Residential and is surrounded by other R-1 and R-2: Medium Density Residential zoning districts.

BACKGROUND:

- The subject property is not within the National Historic District and is currently undeveloped. The Historic District Commission (HDC) approved a Certificate of Appropriateness for the Oakwood Subdivision (Phase 2) on March 23, 2023. The adjacent Oakwood Subdivision (Phase 1) was approved in 1999.
- The Planning Commission (PC) approved the Preliminary Plat for Phase 2 of the subdivision in 2023 and the Final Plat (Exhibit 7) was recorded in 2024.
- Existing trees will need to be removed to construct the homes (see Exhibit 3, Page 2). Lot 1 is less than 1 acre in size, and the Town will not have oversight of existing tree removal.
- The HDC granted conditional approval of a CofA for a single-family dwelling at 270 Ellawood Lane (Oakwood Subdivision, Lot 1) on June 25, 2026. Construction has not yet commenced on Lot 1.
- A barn was preserved when the property was subdivided and will be retained as an accessory structure on Lot 2. The plot plan needs to be revised to show the barn and its relationship to the propose dwelling.

KEY POINTS:

1. The proposed home can be described as Modern Farmhouse with some historic detailing (see Exhibits 3 & 4). The home incorporates architectural elements commonly found within the local historic district, including vertical and horizontal siding, a decorative lantern, and a covered front porch.

- The primary dwelling is approximately 1,148 square feet, not including an attached garage and two (2) porches (see Exhibits 4, 6 & 7). The total proposed square footage under roof is 2,902 square feet.
- The lot will share a private drive/turnaround at the terminus of Ellawood Lane with Lot 1 to the north. The turnaround is within an easement shown on the Final Plat (Exhibit 7).
- The required building setbacks were determined with the approval of the Final Plat (Exhibit 7). The Plat shows a minimum front setback of 45 feet and a rear setback of 30 feet (see Exhibits 4 & 7). The proposed dwelling will not encroach into these setbacks. The building will not be within the minimum 10-foot side yard setbacks.

2. Although the dwelling's characteristics are consistent with the overall Historic District, its design is not similar to the existing homes to the west and the recently approved home to the north at 270 Ellawood Lane (see Exhibit 5).

- The homes in the Oakwood Subdivision (Phase 1) were constructed between 1999 and 2004 and exhibit architectural styles and design elements typical of their time period.
- The existing homes along Great Falls Cove, Ellawood Lane, and the proposed home are not visible from Poplar Avenue. The subdivision is on the fringe of the Local Historic Overlay. The dwellings on these streets, while in the Local Historic Overlay, have not been strictly held to the HDC Guidelines and are more suburban character.
- The proposed dwelling will be more consistent with the Historic District Guidelines than the existing dwellings in Oakwood Phase 1. The HDC should consider removing houses from this area from the Local Historic Overlay at some point, as recommended by a 2000 Preservation Plan.

3. The proposed dwelling meets the Historic District Guidelines for complexity of form, directional expression, height and width, and scale (see Exhibit 4). The roof form, materials, texture, color, and decorative elements for the proposed residence likely meet the Historic District Guidelines (see Exhibits 3 & 4).

- The proposed width of the home is approximately 69 feet and has a height of approximately 26 feet.
- A 6-foot-deep front porch is approximately 29 feet wide and provides human scale.
- The proposed structure will be orientated to the north and will face Lot 1 (see Exhibit 6).
- The primary exterior building material will be horizontal lap siding with board and batten siding accents on the garage (see Exhibit 2, COA #6).
- The proposed dwelling features a complex roofline with multiple front-facing gables, intersecting roof planes, and varying roof heights and pitches.
- The elevations call out a standing seam metal roof; however, the cover letter states the roof will have charcoal architectural shingles (see Exhibit 2, COA #7).
- The applicant is proposing black wood-clad windows with a 2-over-2 light pattern; however, more information is needed on the windows (see Exhibit 2 COA #4 & #5).
- A dormer with three (3) windows will be centered just over the front door, helping to break up the roof massing.
- The double front door will have glass panels and divided-light detailing, flanked by windows and decorative columns. Additional information is needed (see Exhibit 2, COA #5).

4. The "hook-in" garage will extend in front of the dwelling's "centerline", just behind the front façade; however, the garage doors will not be visible from the public right-of-way (see Exhibits 4 & 6).

- Hook-in and front-facing garages are inappropriate for the local Historic Overlay but are common on Great Falls Cove.
- The Historic District Guidelines state new garages should be located to the rear of the main house or it should be placed to the side of the main house without extending in front of its centerline.
- A similar hook-in style garage was approved by the HDC for Lot 1 to the north (see Exhibit 5, Pages 3-5), with the HDC citing several examples of similar garages to the west.

STAFF RECOMMENDATION: Staff recommends approval of the CofA for the dwelling and its hook-in style garage, as the nearby homes to the west (also within the Historic District) do not fully comply with the Historic District Guidelines, the proposed dwelling will not be visible from the core of the Historic District along the Poplar Avenue corridor, and many features of the home will still meet the Historic District Guidelines once the conditions of approval (Exhibit 2) are met.

ATTACHMENTS:
Exhibit 1 Vicinity Map & Contact Information 10.1.26.pdf
Exhibit 2 Conditions of Approval 10.16.26.pdf
Exhibit 3 Cover Letter 9.28.26.pdf
Exhibit 4 Elevations 9.28.26.pdf
Exhibit 5 Site Photos 6.2.26.pdf
Exhibit 6 Plot Plan 9.29.26.pdf
Exhibit 7 Final Plat 4.11.26.pdf

PROPOSED MOTION:
To approve the applicant's request (Exhibits 3, 4, & 6) for a Certificate of Appropriateness for a new residence at 275 Ellawood Lane, subject to the conditions in Exhibit 2.