

Staff Report

To: Development Review Board
From: Maya Balassa, CCRPC Planner
Meeting Date: July 16, 2026
Subject: Historic Preservation Review of Exterior Alterations (stairs, window, and patio)
File: SP 5. 2026

PROJECT DESCRIPTION: The Applicant is proposing to remove the side deck and replace with pavers, replace two windows on the first floor, and replace the exterior stairs on the carriage house within the Historic Preservation Overlay.

EXISTING CONDITIONS AND GENERAL INFORMATION

Project Location	26 & 28 Pearl Street, Essex Junction, VT 05452
Lot Size	15,681 square feet
Lot Frontage	91 feet
Existing Land Use	Residential
Surrounding Land Use	Residential
Zoning District	Residential Office (RO) & Residential 2 (R2)
Minimum Lot Size	7,500 square feet (RO); 7,500 square feet (R2)

SECTION 620: DESIGN REVIEW OVERLAY DISTRICT

B. Applicability

"The design review standards in Section 620.D. are applicable to any new construction, proposed additions, demolition or reconstruction of existing buildings within the Design Review and Historic Preservation Overlay District. Regular maintenance, exterior alterations and change of use are exempt."

The proposed changes does not entail demolition, new construction or additions to existing buildings. Exterior alterations are expressly exempt from review under Section 620 standards.

SECTION 621: HISTORIC PRESERVATION OVERLAY DISTRICT

1. Purpose

The purpose of the Historic Preservation Overlay District is to expand the historic preservation standards used in the Village Center District into the trunk routes of Main Street, Lincoln Street, Pearl Street, Park Street and Maple Street as called for in the Comprehensive Plan; thereby recognizing the economic importance and unique historic qualities of the existing buildings and neighborhoods. The purpose of these standards is to:

- 1. Protect those buildings listed or eligible for the State or Federal Register of Historic Places while*

accommodating new and appropriate infill and redevelopment supporting increased density and multi-modal development.

2. Enable infill and redevelopment that brings opportunities to protect existing historic resources and provide new sources of architectural and urban design for the 21st century while increasing density, activity and economic opportunity.

The residential building at 26 & 28 Pearl Street is listed in the State Register of Historic Places.

2. Applicability

The Development Review Board may deny approval of a proposed development or modification of a structure if it determines that the intent of this Section has not been met. Accordingly:

- 1. Historic Preservation review from the Development Review Board will be conducted in conjunction with subdivision or site plan approval. If subdivision or site plan review is not otherwise required, design review shall be conducted in accordance with site plan review procedures under Section 502 or Section 503. All reviews shall be conducted at a public meeting.*
- 2. Nothing in these Historic Preservation standards shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in the district, which does not involve a change in the design, material, color or the outward appearance of the feature.*
- 3. The review of plans under this Section by the Development Review Board requires the submission of information listed in Section 502 or Section 503 along with building elevations, a description of materials to be used on the exterior of any structure, plans for exterior lighting, signs, drainage and snow removal, and photographs of existing structures and adjacent buildings if applicable. The Development Review Board may require additional information and documentation, as it deems necessary including 3D drawings and/or models of the proposal to assist in understanding the fundamental design elements and important spatial relationships.*
- 4. Should the Development Review Board deem it necessary to employ an architect or other qualified individual to review any development proposal, the cost of employing such an individual shall be borne by the applicant.*

The proposed renovations do not otherwise require subdivision or site plan review; therefore, they are being reviewed by the DRB with the Historic Preservation standards. The Applicant has submitted images of the existing structure and the areas under review. The Applicant has not submitted the details of the materials proposed to be used for the three replacements/alternations.

3. Historic Preservation Standards (Section 621.D.)

The Development Review Board shall review applicable development applications in the Historic Protection Overlay District for compliance with the criteria listed below and in accordance with the character of the underlying district as defined by the Essex Junction Comprehensive Plan. Staff will review the applicant's proposal and provide guidance as to what the Development Review Board will expect with historic structures. The following Secretary of the Interiors Standards for the Rehabilitation of Historic Structures shall apply:

- 1. An existing property shall be used for its historic purpose or be placed in a new use that required minimal change to the defining characteristics of the building and its site and environment.*

The site is currently residential and proposed to remain a residential use. This standard is found to be met.

- 2. The historic character of the property shall be retained and preserved. The removal of historic materials or alternation of features and spaces that characterize a property shall be avoided.*

The proposed renovations retain and preserve the historic character. This standard is found to be met.

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

The only material change proposed is the removal of the porch and addition of pavers. Staff do not find that the proposed pavers create a false sense of historical development. The existing porch is on the side of the building. This standard is found to be met.

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

Not applicable.

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

The window frame is being replaced with a similar design. The exterior stairs and side porch are not distinctive features detailed in the Historic Sites and Structures Survey from 1990. This standard is found to be met.

6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distracting feature, 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.*

The Applicants are replacing the stairs due to corrosion and will be replacing them with the same aesthetic (unpainted, pressure treated wood). The windows are being replaced and resized to account for interior renovations (new countertops) with white vinyl. The patio is proposed to have 18-inch stone pavers. This standard is found to be met.

7. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken.*

Not applicable.

8. *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 side porch is not detailed in the Historic Sites and Structures Survey that characterize the property. This standard is found to be met.

9. *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.*

Not applicable.

HISTORIC SITES AND STRUCTURAL SURVEY

A Historic Sites and Structures Survey completed in The Village of Essex Junction in 1990 detail the features

of the building. The document is attached.



Figure 1. Images of carriage house and street view of the residence

MAP NUMBER: 14	DATE BUILT: c.1890	SURVEY NUMBER:
FUNCTIONAL TYPE: House	NEGATIVE FILE NUMBER:77-A-112/84-A-133	
COMMON NAME: 26 Pearl Street	OWNER: Frank McNall, Flora Putnam, Mildred Barnes	
DESCRIPTION: A 1½-story, 2 x 2 bay, tri-gable ell, clapboard, vernacular Queen Anne style house with projecting box cornice, wide fascia board, paired scroll sawn brackets and corner boards rests on a brick foundation. The facade - fenestrated by 1/1 sash windows with plain surrounds and cap molded lintels and polygonal bay windows with scroll sawn brackets, upper and lower panels - rises to canted shingles in the peaks. A front gable hood with turned gable screen and carved consoles shelters a full paned door. A front center gable wall dormer on the ell is above a porch with scroll sawn brackets, capped chamfered posts on box bases, scroll sawn steps and base. To the rear is attached a 1-story, clapboard, flat roof wing and 1-story shed with recessed porch. A 3-bay, clapboard, gable, eaves front barn-garage is topped by a spring eaves, louvered cupola with horse weatheryane.		

Figure 2. The Historic Sites and Structures Survey completed in 1990 for 26 Pearl Street.

PHOTOGRAPHS OF PROPOSED AREAS OF WORK

The following are photographs, submitted by the Applicant, or the three features proposed to be replaced/altered.



Figure 3. Images submitted by Applicant of proposed changes

RECOMMENDATION

Staff recommend the DRB approve the proposed changes to 26 & 28 Pearl Street to replace two first floor windows, replace the side porch with pavers, and replace the carriage house exterior stairs. Staff find that the proposed alterations comply with the historic preservation standards in Section 621 of the Land Development Code.

RECOMMENDED MOTION:

1. I move that the Development Review Board approves the replacement of the two first floor windows, replacement of the existing side porch with patio pavers, and replacement of the carriage house exterior stairs as proposed or discussed.

City of Essex Junction, VT
Development Application

For Office Use:

SP 5.2026

Permit #

Planned Unit Development: Scale: ☐ Minor ☐ Major Stage: ☐ Conceptual ☐ Preliminary (optional) ☐ Final

Site Plan: Scale: ☐ Minor ☐ Major ☒ Design Review Stage: ☐ Conceptual ☐ Preliminary (optional) ☐ Final

Subdivision: Type: ☐ Sketch ☐ Preliminary Other: ☐ Variance ☐ Conditional Use

Property description (address) for application

26 & 28 PEARL ST, ESSEX JUNCTION, VT 05452

General Information

Applicant HANNAH & AUSTIN PARKER Day Phone# (802) 734-1504
Address 69 MAIN ST, UNIT A, ESSEX JUNCTION, VT 05452
Email Address PARKERPROPERTIESVT@GMAIL.COM

Owner of Record (attach affidavit if not applicant)

Name HANNAH & AUSTIN PARKER Day Phone# _____
Address _____

Applicant's agents

Name _____ Day Phone# _____
Address _____

Property information

Zoning District RO & RES 2 Current Use RESIDENTIAL Tax Map # 28
Lot # 50 Lot size sf 15681

Other Information

Street frontage (public or private) 91 ft. Proposed height N/A
Proposed number of stories NA Estimated completion date ASAP
Proposed Parking Spaces _____ Required spaces _____
Landscape cost _____

Lot coverage (include all structures and impervious surface)

Existing (sq ft.) 5534 plus proposed (sq ft.) 0 equals 5534 total sq ft.
Divided by 15681 lot sq.ft. equals 35% percent of lot coverage.

Submit one (1) full size copies, a PDF copy, GIS and supporting documentation required by the Code and the appropriate completed checklist for initial review by Staff. After Staff determines the application is complete, attach one (1) full size copies and six (6) 18" x 24" copies of your proposal, forty-five (45) days prior to a scheduled meeting. Applications that are not complete cannot be accepted for review.



Briefly describe your proposal (attach separate sheet if necessary)

1. REMOVE DECKING ON SIDE COVERED PORCH AND CONVERT TO PATIO WITH PAVING
- * 2. REPLACE EXISTING WINDOWS ON FIRST FLOOR, EAST SIDE OF HOUSE
3. REPLACE EXTERIOR STAIRS ON CAROLINE HOUSE, MAINTAIN SAME FOOTPRINT.

* WINDOWS TO BE SIMILAR TO EXISTING

Describe all waiver requests (if applicable)

I certify that the information on this application is true and correct. I agree to abide by all the rules and regulations as specified in the land development code and any conditions placed upon approval of this application. In accordance with the *Essex Junction City Council Policy for Funding Engineer Plan Review and Inspections*, the applicant, by signing this form agrees to pay for the actual cost of engineering plan review and construction inspections by the City Engineer.



Applicant

6/22/2026
Date

Land Owner (if different)

RECEIVED

Date

Staff Action

JUN 23 2026

Date received:

City of Essex Junction

Meeting date:

7/16/26

Board Action Approved

Denied

Date:

Other approvals/conditions:

****Fee based on sq.ft. of improved area per current Fee Schedule**

Staff Signature

Date

Fee Amount: **

\$165.00

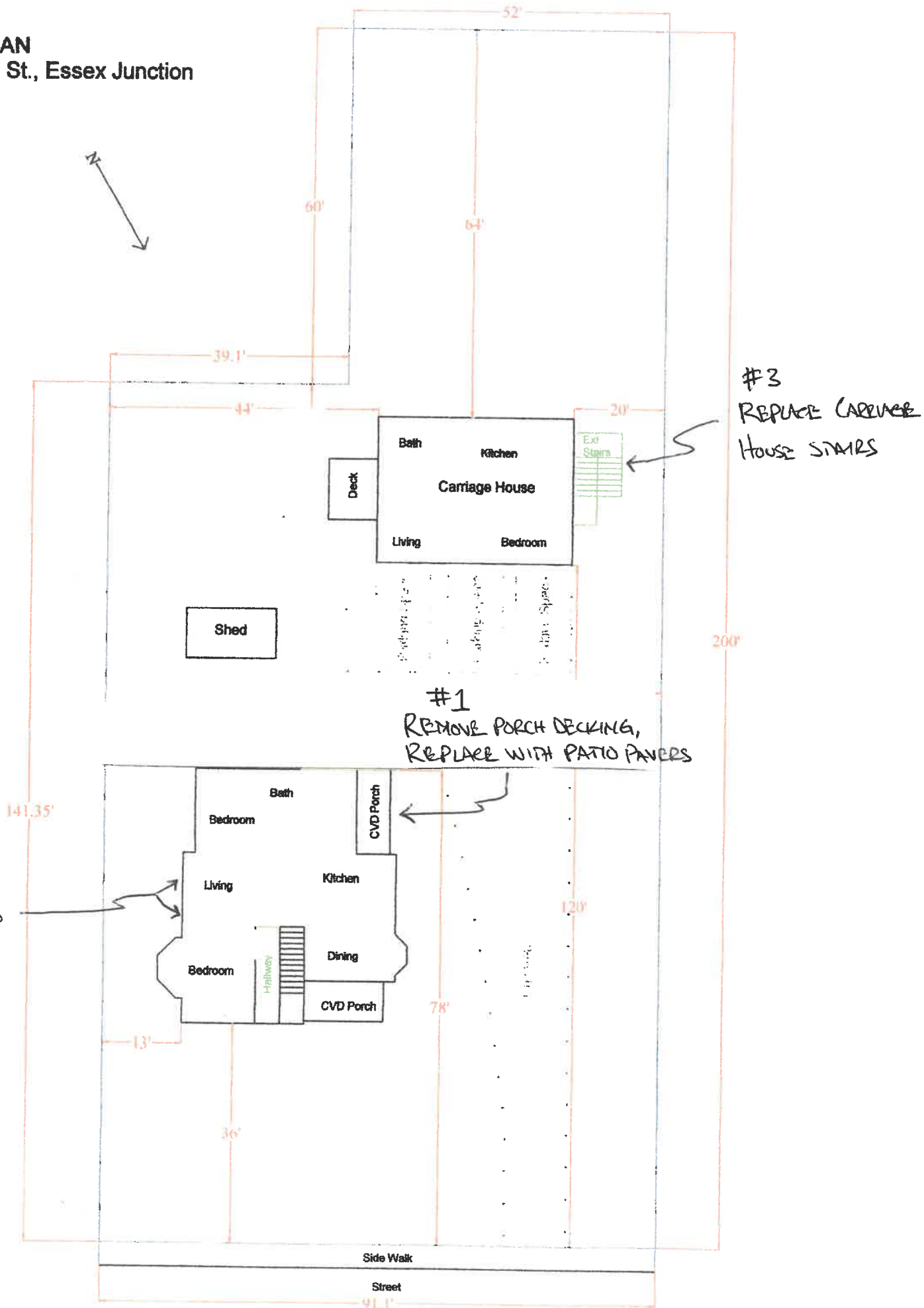
Fee Verified. PAID

JUN 23 2026

City of Essex Junction



SITE PLAN
26 Pearl St., Essex Junction
Lot #50









Replace existing windows
with similar





Remove old decking,
replace with pavers to
create patio. Maintain same
footprint.





0405-40 #14



0405-40 #14

OUTSTANDING COMPONENTS OF DISTRICT ☒ COMPLEX ☐

(Include individual survey number ONLY if surveyed individually.)

MAP NUMBER: 13 DATE BUILT: c.1910 SURVEY NUMBER: 0405-40

FUNCTIONAL TYPE: Store NEGATIVE FILE NUMBER: 77-A-111

COMMON NAME: 22-24 Pearl Street OWNER: Clark W. Hinsdale

DESCRIPTION:

A non-contributing, extensively altered, 2-story, 4 x 2 bay, aluminum sided, flat roof, vernacular storage building. The stucco facade - with canted center entry flanked by picture windows (one in-filled) below 2/2 sash windows - is outlined by a projecting box cornice, wide fascia and belt boards. To the rear extends a concrete block wing and storage garage.

MAP NUMBER: 14 DATE BUILT: c.1890 SURVEY NUMBER:

FUNCTIONAL TYPE: House NEGATIVE FILE NUMBER: 77-A-112/84-A-133

COMMON NAME: 26 Pearl Street OWNER: Frank McNall, Flora Putnam, Mildred Barnes

DESCRIPTION: A 1½-story, 2 x 2 bay, tri-gable ell, clapboard, vernacular Queen Anne style house with projecting box cornice, wide fascia board, paired scroll sawn brackets and corner boards rests on a brick foundation. The facade - fenestrated by 1/1 sash windows with plain surrounds and cap molded lintels and polygonal bay windows with scroll sawn brackets, upper and lower panels - rises to canted shingles in the peaks. A front gable hood with turned gable screen and carved consoles shelters a full paned door. A front center gable wall dormer on the ell is above a porch with scroll sawn brackets, capped chamfered posts on box bases, scroll sawn steps and base. To the rear is attached a 1-story, clapboard, flat roof wing and 1-story shed with recessed porch.

A 3-bay, clapboard, gable, eaves front barn-garage is topped by a spring eaves, louvered cupola with horse weathervane.

MAP NUMBER: 15 DATE BUILT: c.1880 SURVEY NUMBER:

FUNCTIONAL TYPE: House NEGATIVE FILE NUMBER: 84-A-133

COMMON NAME: 30 Pearl Street OWNER: John McDonough

DESCRIPTION: A uniquely detailed and well preserved, 2-story, 3 x 3 bay, tri-gable ell, clapboard, vernacular Queen Anne style house rests on a stone foundation. The structure - outlined by a projecting box cornice, paired scroll sawn brackets, shaped fascia board, corner and sill boards - is enhanced by an ogee shaped louvered fan in the front peak. 2/2 sash windows and a front picture window with color, pattern transom, all with shaped surrounds and peak molded lintels fenestrate the facade. A front entry porch with paired corner scroll sawn brackets, capped chamfer posts and turned railing shelters a double leaf, 3/4 pane, round headed door with shaped surround and peak molded lintel. A front center gable wall dormer on the ell rises above a similarly detailed porch, two picture windows with transoms and a single pane and paneled door. (See cont. sheet)

MAP NUMBER: 16 DATE BUILT: c.1885 SURVEY NUMBER:

FUNCTIONAL TYPE: House NEGATIVE FILE NUMBER: 77-A-112/84-A-133

COMMON NAME: 32 Pearl Street OWNER: Natalie H. McLure

DESCRIPTION: A well preserved, 2½-story, 3 x 2 bay, gable roof, eaves front, center hall plan, clapboard, vernacular Queen Anne style house with a projecting box cornice, fascia and corner boards on a stone foundation. 1/1 sash windows with plain surrounds and cap molded lintels and a 1-story, corner, rectangular bay with gabled sunrise motif fenestrate the facade. A front pedimented gable entry porch with Tuscan columns protects a single pane and paneled door. A 2-story ell with a turned post porch extends to the rear.

A 2-bay, gable roof, eaves front, clapboard barn with front gable wall dormer and plank haydoor now serves as a garage. c.1885

84-A-133

Vt. Div. for Historic Preservation
Chittenden County Essex Jct. 4/84
26 Pearl St./Barn/Gar. 0405-40 W
84-A-133 Karen Czaikowski