

## MEMORANDUM

TO: Chapel Hill Historic District Commission

FROM: Britany Waddell, Planning Director  
Charnika Harrell, Senior Planner  
Anna Scott Myers, Planner I

SUBJECT: 260 Glandon Drive: Certificate of Appropriateness (COA)  
(9788-87-3375; HDC-25-24)

FILING DATE: December 9, 2025

DATE: January 13, 2026

### COA SUMMARY

Brian Jensen, property owner, requests a COA for the following exterior changings:

- Replace the existing plexiglass roof over the indoor pool with a shingle roof.
- Replace the painted wood lattice on the west elevation with wood siding to match the rest of the house.
- Install three clerestory, two casement windows, and skylights.

### EXISTING CONDITIONS

The property is zoned Residential-1 (R-1) and is in the Gimghoul Historic District.

### BACKGROUND

December 9, 2025	The applicant submits a COA application for the work described above.
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### DISCUSSION

The applicant has provided materials for the proposed roof replacement, siding replacement, and window and skylight installation. The Commission should discuss whether the proposed work is or is not incongruous with the special character of the Gimghoul Historic District.

The applicant must obtain any necessary zoning compliance and building permits if the commission finds that the change is not incongruous with the character of the district and approves a written decision for the proposed work.

### NOTE

The [\*Chapel Hill Historic Districts Design Principles and Standards\*](#)<sup>1</sup> are incorporated into the record by reference.

### ATTACHMENTS

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<sup>1</sup>[https://townhall.townofchapelhill.org/large\\_docs/historic\\_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf](https://townhall.townofchapelhill.org/large_docs/historic_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf)

1. [Special Character Essay – Gimghoul Historic District \(pages 36-38\)](#)<sup>2</sup>
2. Application Materials

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<sup>2</sup>[https://townhall.townofchapelhill.org/large\\_docs/historic\\_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf](https://townhall.townofchapelhill.org/large_docs/historic_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf)