



Historic Preservation Board
Amy Adkins
Kathy Kvasnicka
Al Mowrer
Penny Rankin, Vice-Chairperson
Ginny White
Vacancy

**Historic Preservation Board Agenda
Regular Meeting***
Virtual Meeting via GoToMeeting
Thursday, April 1, 2021 – 6:15 P.M.
(Order & Contents Subject to Change by Action of the Historic Board)

****To attend this meeting virtually, please refer to the last page of the Agenda for instructions.***

Call to Order – Roll Call

Approval of Agenda

Consent Agenda – Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of Discussion Items.

- a. Approval of the Minutes of the February 4, 2021 Meeting
- b. Approval of the Minutes of the March 4, 2021 Meeting

Public and Visitor Input – This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

Action Items

- a. Election of Chairperson
- b. HAM2021-001 (Public Hearing): Application for Rescission of Local Historic Designation of the Seymour and Birdie Rhode House Located at 149 Denver Avenue to the Fort Lupton City Council
- c. HAM2021-002: Request for Report of Acceptability for St. John Building (nka Wholly Stromboli) (410 Denver Ave./701 4th St.)

Discussion Items

- a. Discussion with Christy Romano, Events Coordinator
- b. SHF Grant Opportunity
- c. Saving Places Conference Recap

Future Business

- a. Next Board Meeting on May 6, 2021

Adjourn

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Historic Preservation Board Meeting Attendance Information

The meeting will be held remotely through GoToMeetings. Instructions on virtual meeting attendance and conduct will be provided prior to the start of the meeting.

Virtual Meeting Instructions

To participate remotely, we encourage you to test the phone number and links provided above prior to the start of the meeting, as each device requires initial adjustment. It is also recommended to log into the meeting early, and if you encounter any issues to call 303-304-4498 or email PlanningDept@fortluptonco.gov immediately.

When calling in, please be sure to mute your microphone on your computer, phone or tablet. Planning staff and/or the Chairman of the Historic Preservation Board will provide instructions on when and how comments can be made by the public virtually.

RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
February 4, 2021

The Historic Preservation Board of the City of Fort Lupton did not meet on Thursday, February 4, 2021 due to a lack of agenda items.

Submitted by:

Magaly Morales-Tejada, Planning Assistant

Approved by Historic Preservation Board

Cristian Gonzalez-Torres, Chairperson

RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
March 4, 2021

The Historic Preservation Board of the City of Fort Lupton did not meet on Thursday, March 4, 2021 due to a lack of agenda items.

Submitted by:

Magaly Morales-Tejada, Planning Assistant

Approved by Historic Preservation Board

Cristian Gonzalez-Torres, Chairperson

HAM 2021-001

CONSIDER AN APPLICATION FOR RESCISSION OF LOCAL HISTORIC DESIGNATION OF THE SEYMOUR AND BIRDIE RHODE HOUSE LOCATED AT 149 DENVER AVENUE AND PROVIDE A RECOMMENDATION TO THE FORT LUPTON CITY COUNCIL

I. **Agenda Date:** *Board Meeting – April 1, 2021*

II. **Attachments:**

- A. Proposed Resolution*
- B. Application for Rescission of Local Historic Designation*
- C. Minutes from the Planning Commission Meeting*
- D. Staff Report from the Planning Commission Meeting*
- E. Article XVII Historic Preservation*
- F. Application for Historic Designation & Architectural Inventory Form*
- G. Notice to Planning Commission of the Public Hearing*
- H. Notice to Property Owner of Public Hearing*
- I. Newspaper Publication Affidavit*
- J. Sign Posting Affidavit*

III. **Issue/Request:**

The Applicant, Salvador Flores, has submitted a request for rescission of historic designation on the local historic registrar of the Seymour & Birdie Rhode House located at 149 Denver Avenue. The reason for the request is identified on the Application for Local Historic Designation or Rescission of Local Designation, included in the Historic Preservation Board packet. Additional information is also included in the Minutes from the Planning Commission meeting.

Additional information on this proposal is included in the material attached to this Historic Action Memorandum.

VI. **Legal / Political Considerations:**

The Applicant is requesting approval to rescind the historic designation of the Property. Pursuant to Section 18-353 of the Fort Lupton Municipal Code ("Code"), a historic site or district designation may be amended or rescinded in the same manner as the original designation was made.

Designations (and rescission of designations) are processed under [Chapter 18, Article XVII](#) of the Fort Lupton Municipal Code ("Code") and require a three step review process. This includes:

1. *Planning Commission review of the proposed designation rescission;*
2. *Historic Preservation Board hearing; and*
3. *City Council action by ordinance to rescind the designation.*

This Public Hearing before the Historic Preservation Board is Step 2 of the three step review process. The Planning Commission held a meeting on March 11, 2021 as required under Section 18-345 of the Code. The Planning Commission unanimously recommended denial of the proposed rescission of designation of the Property. Additional information on this recommendation can be found under the Staff Recommendation section of this Memorandum.

Pursuant to Section 18-347, following Planning Commission review, at least four members of the Historic Preservation Board shall conduct the hearing. Reasonable opportunity shall be provided for all interested parties to express their opinions regarding the proposed designation or designations. However, nothing contained herein shall be construed to prevent the Historic Preservation Board from establishing reasonable rules to govern the proceedings of the hearings or from establishing reasonable limits on the length of individual presentations. The hearings shall be recorded, minutes written by staff and provided to each City Council member. Written presentations, including the report of the Planning Commission, shall be included in the record of the hearing.

Finally, upon receipt of the recommendations transmitted by the Historic Preservation Board, the City Council may by ordinance designate property as a historic landmark, site or district. Due consideration shall be given to the written view of owners of affected property and in its discretion the City Council may hold public hearings on any proposed landmark, historic site or district designation.

With respect to notification requirements, staff states the following:

All notification requirements below have been met, and proof has been included in the Historic Preservation Board packet materials for reference.

Written notice of the time, date, place and subject of the hearing shall be sent by certified mail not less than thirty (30) days prior to the hearing to all owners of record on the date of the resolution who own the real property being proposed for designation as a historic site or historic district. Such notice shall be deemed delivered upon the passage of five (5) days from the deposit of the notice in the mail.

Signs indicating that recommendation for historic designation is being considered by the Historic Preservation Board shall be posted by the Board for a period of not less than fifteen (15) days immediately preceding the hearing on all property proposed for historic designation and on the boundaries of all areas proposed for historic district designations. Such signs shall be prominently displaced and easily readable from abutting public ways. A legal notice indicating the nature of the hearing, the property involved and the time, date and place of the hearing, shall be published in a local newspaper of general circulation one (1) time at least fifteen (15) days prior to the hearing.

Written notice of the proposed historic designation, including the identification of the property, the basis for commencing with the designation procedure and the time, date and place of the hearing, shall be given to the Planning Commission not later than thirty (30) days prior to the hearing.

VII. Alternatives/Options:

The Board has the following options:

- 1. Recommend to City Council approval of the request for rescission of designation;*
- 2. Do not recommend to City Council approval of the request for rescission of designation;*
- 3. Delay a decision in order to request additional information.*

VIII. Financial Considerations:

None.

IX. Staff Recommendation:

Pursuant to Section 18-345 of the Code, The Planning Commission may recommend approval, rejection or modification of the proposed designation and its recommendation shall contain a statement of the basis for the recommendation. The recommendation shall be delivered to the Historic Preservation Board in written form at or prior to the hearing. Therefore, the recommendation provided here is the Planning Commission's recommendation to the Historic Preservation Board, rather than the staff recommendation. To view staff's original recommendation, you may review the staff report provided to Planning Commission.

Planning Commission Recommendation is as follows:

During its March 11, 2021 meeting, the Planning Commission voted unanimously to recommend denial of the application to rescind the designation.

The basis for the denial is detailed in the minutes from the March 11, 2021 meeting, which are included with the Historic Preservation Board packet materials. The Planning Commission generally found that the applicant has not submitted required paperwork to the City for work performed on the property, and has not submitted applications to the State to receive financial benefits. It was determined that if the applicant were to submit these items, that he would be able to make changes to the property.

**HISTORIC PRESERVATION BOARD
RESOLUTION NO. H2021-01**

**A HISTORIC PRESERVATION BOARD RESOLUTION RECOMMENDING
APPROVAL OF AN APPLICATION FOR RESCISSION OF LOCAL HISTORIC
DESIGNATION OF THE SEYMOUR AND BIRDIE RHODE HOUSE LOCATED
AT 149 DENVER AVENUE TO THE FORT LUPTON CITY COUNCIL.**

WHEREAS, the Historic Preservation Board hereby recommends this resolution to the City Council pursuant to its authority under Code Section 18-347 of the City of Fort Lupton, Colorado, to rescind the designation of 149 Denver Avenue (aka Seymour & Birdie Rhode House) as a local historic landmark.

WHEREAS, the Historic Preservation Board finds that: 1) on February 22, 2021 Salvador Flores, the owner of the property at 149 Denver Avenue, Fort Lupton, Colorado, applied to the City of Fort Lupton Historic Preservation Board consenting in writing to rescind the designation of said local historic landmark; 2) on March 11, 2021 the Fort Lupton Planning Commission reviewed the application pursuant to Section 18-345 and recommended denial of the application for rescission of designation of said local landmark; 3) on April 1, 2021 the Historic Preservation Board held a public hearing on the proposed designation meeting the requirements of Section 18-344; and 4) on April 1, 2021 the Historic Preservation Board recommended that the City Council approve the proposed designation.

NOW THEREFORE BE IT RESOLVED that the Historic Preservation Board has reviewed the application and supporting information, and any testimony presented in response to this application. Based upon the facts presented on this date, the Historic Preservation Board hereby recommends approval of the rescission of designation of 149 Denver Avenue (aka Seymour & Birdie Rhode House) as a local historic landmark to the Fort Lupton City Council.

**APPROVED THIS 1ST DAY OF APRIL 2021 BY THE HISTORIC
PRESERVATION BOARD OF THE CITY OF FORT LUPTON, COLORADO.**

Chairperson

Attest:

Planning Director

Planning & Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694

www.fortluptonco.gov

Project No. _____

**APPLICATION FOR LOCAL HISTORIC DESIGNATION OR
RESCISSION OF LOCAL DESIGNATION****A. CONTACT INFORMATION**Applicant Name: Salvador Flores

Company: _____

Phone: 720 472-8795 Email: salvadorflores999@gmail.comAddress: 149 Denver Ave Fort Lupton Co 80621**B. PROPERTY DESCRIPTION**

Site Address for Property to be Locally Designated or Rescinded of Designation:

FTL 15140 L1 thru 4 blk 21 twomlys subHistoric Property Name (if applicable): Seymour & Birdie Rhode House

Please submit the type of application you are applying for:

☐ Local Property Designation (Complete Sections A, B, C, D, F)☒ Rescission of Local Designation (Complete Sections A, B, E, F)

Are you the owner of the Property that is the subject of this Application for Local Historic Designation or Rescission of Local Designation?

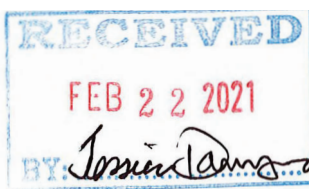
☒ Yes☐ No

If you are not the owner, please provide information whether you have discussed this Application with them and the nature of those discussions:

C. HISTORIC DESIGNATION CRITERIA

In order to be designated for preservation as a Fort Lupton local landmark a site, structure, object or district one of the four criteria listed below must be met. Please mark all criteria that the Property qualifies under.

- ☐ Historical importance. The site, structure, object or district has character, interest or value as part of the development, heritage or cultural characteristics of the City, state or nation; is the site of a historic event with an effect upon society; is identified with a person or group of persons who had



some influence on society; or exemplifies the cultural, political, economic, social or historic heritage of the community.

- ☐ Architectural importance. The site, structure, object or district portrays the environment of a group of people in an era of history characterized by a distinctive architectural style; embodies those distinguishing characteristics of an architectural-type specimen; is the work of an architect or master builder whose individual work has influenced the development of the City; or contains elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.
- ☐ Geographic importance. The site, structure, object or district, because of being part of or related to a square, park or other distinctive area, should be developed or preserved according to a plan based on a historic, cultural or architectural motif or due to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood, community or City.
- ☐ Inclusion in National Register of Historic Places. Inclusion of any property within the City in the National Register of Historic Places as provided in the National Historic Preservation Act of 1966 shall be construed as local historic site designation, and subject to the same protections as any local historic site.

D. REQUIRED DOCUMENTS FOR HISTORIC DESIGNATION

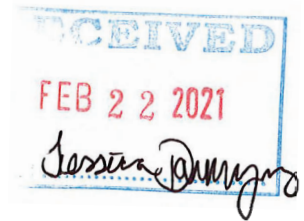
The following information must be attached to this Application:

- ☐ A written statement that includes (you may submit as separate attachments, or one written document):
 - Description of the Property proposed for local designation. Include any significant alterations to the Property and, if known, indicate plans for future additions, changes or alterations to the Property.
 - A detailed outline of the reasons why such property should be locally designated. Include a clear narrative on how the Property meets the Criteria identified under Section C of this Application.
 - The proposed boundaries of the Property for local designation, and why the boundaries were determined as proposed by the Application.
 - A narrative of the historic and current functions of the Property.
 - Provide a Statement of Significance covering: a) Area of Significance; b) Period of Significance; c) Significant Dates; d) Significant Persons.
 - Provide any bibliographical references used to complete the information for this Application.
- ☐ If an Architectural Inventory Form has been completed, submit that with the Application (it may serve to meet several of the criteria required for the written statement).
- ☐ Provide the legal description of the Property in Word format.
- ☐ Proof of ownership of the Property, if the Applicant is the owner.

E. APPLICATION FOR RESCISSION OF DESIGNATION

Provide an explanation of why the Property's local historic designation should be rescinded. You may use the space below, or attach a separate document(s) if you require more space or have attachments:

As I have stated before on the Pre-Application on 8-25-2018 my ex-wife was the one that submitted this application and I just never seen any benefits for us I want to take my home out of the historical list because I need to fix my home and everytime I do anything to my home, I get tickets even when I have the proper permits, I just don't feel this is my home at all because I have to ask for every little detail I need to do in my own home



F. CERTIFICATIONS

Only sign one of the two certifications below, whichever is applicable.

Owner Certification

I hereby certify that I am the legal owner of record of the Property that is the subject of this Application, and consent to this Application for local historic designation of the Property identified in this Application.

Owner: Salvador Flores Date: 2-22-2021

Non-Owner Certification

I hereby certify that I am not the legal owner of record of the Property that is the subject of this Application, and am proceeding with this Application on behalf of the Property.

Owner: _____ Date: _____

For Office Use Only

Received Date: _____

If the application is not complete, state reasons why it is incomplete:

Deemed Complete Date: _____

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

The Planning Commission of the City of Fort Lupton met in session virtually via GoToMeeting, on Thursday, March 11, 2021.

Chair Mike Simone called the meeting to order at 6:00 p.m.

ROLL CALL

Roll was taken and those present were Chair Mike Simone, Vice-Chair Bushrod White and Commission Members Carlos Barron, Kathy Kvasnicka, and Paul Weber. Also in attendance were Planning Director Todd Hodges, City Planner II Alyssa Knutson, City Planner I Maria Lancto, and Planning Administrative Assistant Magaly Morales-Tejada.

Chair Simone gave the following advisement:

Tonight's meeting shall be held virtually so as to ensure the health and safety of the general public and the City of Fort Lupton Planning Commission and staff.

The intent and purpose of the virtual appearance options is to allow the City to be innovative in providing the general public the most meaningful access possible in light of the current challenges present as a result of the Covid-19 pandemic. Therefore, subject to social distancing and public health orders, members of the general public will be offered the opportunity to be electronically present for meetings at the City, subject to existing health conditions.

An electronic link has been made available for tonight's meeting on the City's website and social media platforms and as posted at City Hall, so that the general public, Planning Commission and staff may participate electronically via the internet or on the phone.

APPROVAL OF AGENDA

Chair Simone called for a motion to approve the agenda. It was moved by Bushrod White and seconded by Carlos Barron.

CONSENT AGENDA

Chair Simone called for a motion to approve the consent agenda. It was moved by Bushrod White and seconded by Kathy Kvasnicka.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

PUBLIC COMMENT

Chair Simone asked if there was anyone who would like to comment on an item not on the agenda tonight. Hearing none, he closed Public Comment.

ACTION ITEMS

Continuance of Public Hearing for United Fulton Augmentation Station Project

Planner Alyssa Knutson presented the request for continuance. She stated that staff had submitted a request for publication to the newspaper which had unfortunately not been published. Ms. Knutson stated that in order to provide the public sufficient notice staff recommends continuing the hearing until March 25, 2021 at 6:00 PM - this date would ensure that there were at least 15 days of newspaper notification of the hearing.

Chair Simone addressed the applicant, Drew Damiano, and asked if he agreed with this continuance.

Drew Damiano stated yes.

Chair Simone opened up the public comment portion of the Hearing for the continuance action item. Hearing no one from the public wishing to speak, Chair Simone closed the Public Hearing.

Chair Simone called for a motion to continue the hearing until March 25, 2021 at 6:00 PM.

Kathy Kvasnicka motioned, Bush White seconded.

P2021-008: Consideration of Rescission of the 149 Denver Avenue (aka Seymour [sic] & Birdie Rhode House) Historic Designation

Planner Alyssa Knutson presented this action item. She explained that the Planning Commission does not make the final decision on designations/rescission of designation, however the Fort Lupton City Code does require that the Planning Commission provide a recommendation to the Historic Preservation Board. Ms. Knutson stated that the applicant had submitted an application to rescind designation and additional information was available in the staff report sent to the commissioners. Ms. Knutson stated that the applicant was available to discuss.

There were technical difficulties connecting to the applicant, Mr. Flores, and staff tried to get in contact him. Ms. Knutson gave a brief general overview of benefits of designation to

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

the Planning Commission and number of designations currently in the City. After a few minutes the applicant was able to connect.

Mike Simone addressed the applicant, Salvador Flores. He asked if he had anything to add or present on behalf of his application.

Mr. Flores stated no.

He asked if Mr. Flores understood that Members of the Planning Commission may be appearing tonight via virtual connection and may not be appearing in-person.

Mr. Flores stated yes.

Chair Simone asked if he consented to the applicable members voting on their submittal, even though said members are not present in person.

Mr. Flores stated yes.

Chair Simone asked if he understood that he had the right to continue this public hearing to such a date to allow a full in-person public hearing.

Mr. Flores stated yes.

Chair Simone asked if he has agreed to voluntarily waive that right on behalf of the applicant or themselves by proceeding tonight electronically.

Mr. Flores stated yes.

Chair Simone asked if he voluntarily signed and submitted the written waiver and consent to proceed electronically tonight.

Mr. Flores stated yes.

Chair Simone asked if he waived his right to proceed in an in-person public hearing and have consented to proceed forward voluntarily tonight in this virtual planning commission meeting, is that correct.

Mr. Flores stated yes.

Chair Simone opened up the public comment portion of the Hearing for the Site Plan action item. Hearing no one from the public wishing to speak, Chair Simone closed the Public Hearing.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

Chair Simone asked Mr. Flores if he felt he had a full opportunity to participate in the public hearing.

Mr. Flores stated yes.

Chair Simone opened up the hearing to Planning Commissioners' comments and questions.

Member Bush White asked why the applicant wanted to rescind designation from his property.

Mr. Flores stated that the initial designation was made by his ex-wife and provided additional background on the original designation. He stated his ex-wife told him that they would be able to get financial help to make repairs to the house, and that the windows in particular need work and can't be opened. He then stated that after designation he asked about funding for repairs, but was told that there was no funding. He stated that the building is the only thing that is designed, but that other projects he was working on in the yard got stopped by code enforcement for not getting approval from the Historic Preservation Board. He also provided additional information regarding projects that he has done/wants to do around the exterior of the home that he stated he does not want to go to the Historic Preservation Board for approval on.

Member Kathy Kvasnicka stated she does not recall Mr. Flores bringing any requests forward to the Historic Preservation Board that he wanted to do. She asked if the applicant has previously presented projects to the Historic Preservation Board that have been denied.

Mr. Flores stated that his ex-wife submitted paperwork to the Board. He stated he would like to keep the house like it is, but it is old and a lot of money to repair. He stated that he needs to make repairs with different materials because it is old and that he has submitted paperwork.

Chair Simone asked staff if the applicant has been receiving tax breaks from the City for this designation.

Planner Alyssa Knutson stated that there is no funding that would come directly from the City, but rather the State. She stated that these benefits are only available if the applicant submits all paperwork to the State.

Chair Simone asked to clarify if the applicant would be responsible for paying back anything if the property is rescinded.

Ms. Knutson stated that he would not.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

Member Bush White asked if code enforcement was causing issues for the applicant and how this falls under their authority based on the Historic Preservation aspects of the home.

Planning Director Todd Hodges stated that zoning/code enforcement works with planning and has worked under his direction on any fines for this property. He stated that historically designated structures require approval from the Historic Preservation Board prior to starting work. He stated that the applicant has received violation notices due to the applicant doing work on the property with no building permits or Historic Preservation approval.

Chair Simone asked Mr. Hodges to clarify staff's neutral recommendation to the planning commission on this agenda item.

Mr. Hodges stated that staff debated on the staff recommendation a lot. He stated that staff has worked with Mr. Flores quite a bit, and that he has not gone through the appropriate process for getting permits or Historic Preservation approval for changes to the house or his property. Mr. Hodges stated that even if the property is no longer designated, building permits would still be required, he would just no longer go to the Historic Preservation Board. He continued that financial benefits are through the State, and that Mr. Flores has not submitted the applications to receive those benefits. Mr. Hodges added that historic designation prevents the ability to demolish the building, although he wouldn't think it would be. He added that the Planning & Building Department does still have authority over demolition permits and would hopefully be able to work to prevent that from occurring if it were ever discussed. Mr. Hodges concluded that staff does also believe in property rights and that the applicant has been interested removing the house from being designated for a number of years.

Ms. Knutson reiterated that it was a difficult decision for staff. She stated that it were her personal decision it would remain designated, however the neutral recommendation kept in mind property rights and difficulties in getting Mr. Flores to go to the Historic Preservation Board for approvals. She stated a shed was placed without permits that would probably have not been approved by the Historic Preservation Board and has not been painted red as directed by the Board, so it's been a difficult position for staff to be in. She concluded that she hopes nothing happens to the house because of its significance.

Chair Simone asked each Planning Commissioner for their thoughts.

Member Barron stated that he is learning and didn't yet have an opinion either way.

Member Weber stated he would like the property to stay designated. He felt that the property owner could have followed through with pursuing the benefits provided.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

Before Member Kvasnicka's comments, Ms. Knutson stated that Member Kvasnicka is on the Historic Preservation Board, but she will be asked to recuse from this hearing before the Board and therefore she can comment on the matter this evening. Member Kvasnicka stated she does not agree with the rescission. She feels this is one of the few properties whose significance can be pinpointed, and the improvements could have been worked out with the Historic Preservation Board.

Vice-Chair White didn't see a barrier to making improvements to the property. Vice-Chair White stated he feels it should stay a historic site.

Chair Simone asked staff for an opinion on if the Historic Preservation Board has been unreasonable in dealing with permits and applications.

Ms. Knutson stated she can easily say no. She cited St. Andrews Church, which was fully converted from a church into a residence by working with the Historic Preservation Board. She stated the Board is happy to work with people, they just need an application to review.

Chair Simone stated this is a difficult decision, and he believes Mr. Flores should be able to do what he wants with his house. At the same time is it historical and doesn't want any chance of it being demolished. He felt if it is just a financial issue that is difficult, because the repair concerns could be addressed and the City would work with him. He added that it sounds like the Historic Preservation Board and staff is being reasonable. He is leaning towards denial.

Member Barron added he is for property rights, but he is leaning more towards keeping it designated.

Chair Simone asked for a motion to approve P2021-0008. Paul Weber motioned to approve, Kathy Kvasnicka seconded. Motion to recommend approval of the rescission of designation was denied unanimously by a roll call vote.

DISCUSSION ITEMS

Review of Meeting Discussion

A review of meeting discussions took place.

Development Code Update

A discussion of the Development Code Update took place.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
March 11, 2021**

FUTURE BUSINESS

The next meeting of the Planning Commission is scheduled for March 25, 2021 at 6:00 PM.

ADJOURNMENT

Chair Mike Simone adjourned the meeting at 6:45 PM.

Submitted by

Magaly Morales-Tejada, Planning Assistant

Approved by Planning Commission

Mike Simone, Chair

**REQUEST FOR RESCISSION OF LOCAL HISTORIC DESIGNATION OF
149 DENVER AVENUE (AKA SEYMOUR & BIRDIE RHODE HOUSE)
STAFF REPORT
PROJECT NO. LUP2021-0008 / PLAN NO. HIS2021-0001**

PROJECT DESCRIPTION

Project No.: LUP2021-0008 / Plan Nos. HIS2021-0001

Project name: Request for Rescission of Local Historic Designation of 149 Denver Avenue (aka Seymour & Birdie Rhode House)

Owner's Name: Salvador Flores ("Applicant")

Location of Request:

The Property is located at 149 Denver Avenue, which is on the southwest corner of 2nd Street and Denver Ave (Parcel No. 147106132013) (the "Property").



Nature of Request:

The Property is a locally designated landmark within the City of Fort Lupton. Historic designation requires that exterior work be reviewed by the Historic Preservation Board to ensure that changes are in conformance with the Municipal Code, as well as the Secretary of Interior's Standards for Rehabilitation. In exchange, the property is eligible for tax credits for eligible work completed on the home (if required applications are submitted and approved by the State Historic Preservation Office).

Applicant has submitted a request for rescission of historic designation on the local historic registrar. The reason for the request is identified on the Application for Local Historic Designation or Rescission of Local Designation, included in the Planning Commission packet.

The Historic Preservation Board will hold a hearing on this matter on April 1, 2021 at 6:15 PM. Planning Commission may recommend approval, rejection or modification of the proposed designation [or rescission] and its recommendation shall contain a statement of the basis for the recommendation. The recommendation shall be delivered to the Historic Preservation Board in written form at or prior to the hearing.

Site Size: 13,832 square feet, or 0.318 acres, more or less.

Zone District: C-1 General Commercial

Existing Use: Private residence.

Hearing/Meeting Dates: Planning Commission – March 11, 2021 at 6:00 PM; and
Historic Preservation Board – April 1, 2021 at 6:15 PM
City Council – April 20, 2021 at 7:00 PM.

Hearing Location: Virtually via GoToMeeting.

Staff Recommendation:

The building is an important landmark in the City of Fort Lupton, and has been found to have significance at the local, as well as national level. More information on this is found under the Conformance with City Standards, Regulations and Policies section of this Staff Report, and also in the attached Architectural Inventory Form. Currently, prior to exterior changes, including demolition, Historic Preservation Board approval must be obtained. Removal of the Property would remove this requirement.

Applicant has not stated an intent to make significant exterior changes and/or demolition to the Property, and in particular the main structure on the Property. However, the future desires of the owner or a new owner may change.

With that being said, staff takes a neutral stance on recommendation for approval, rejection or modification of the proposed rescission of historic designation of 149 Denver Avenue (aka Seymour & Birdie Rhode House).

SUMMARY OF PREVIOUS APPLICATIONS

On March 10, 2008 the owners of the property at 149 Denver Avenue, Fort Lupton, Colorado applied to the City of Fort Lupton Historic Preservation Board consenting in writing to designate said structure as a local historic landmark; on May 13, 2008 the Fort Lupton Planning Commission reviewed the application pursuant to Section 18-345 and had no objection to, and found no conflicts with the proposed designation;

on June 5, 2008 the Historic Preservation Board held a public hearing on the proposed designation meeting the requirements of Section 18-344; on June 5, 2008 the Historic Preservation Board recommended that the City Council approve the proposed designation; and on July 24, 2008 the City Council adopted Ordinance 2008-903 to designate the Property.

APPLICATION PROCESS

The Applicant is requesting approval to rescind the historic designation of the Property. Pursuant to Section 18-353 of the Fort Lupton Municipal Code ("Code"), a historic site or district designation may be amended or rescinded in the same manner as the original designation was made.

Designations (and rescission of designations) are processed under [Chapter 18, Article XVII](#) of the Fort Lupton Municipal Code ("Code") and require a three step review process. This includes:

1. Planning Commission review of the proposed designation rescission;
2. Historic Preservation Board hearing; and
3. City Council action by ordinance to rescind the designation.

This is Step 1 of the three step review process. Planning Commission shall review the proposed designation rescission with respect to:

- (1) Its relationship to the zoning ordinance of the City and the Comprehensive Plan of the City;
- (2) The effect of the designation upon the surrounding neighborhoods; and
- (3) Such other planning consideration as may be relevant.

The Planning Commission may recommend approval, rejection or modification of the proposed designation and its recommendation shall contain a statement of the basis for the recommendation. The recommendation shall be delivered to the Historic Preservation Board in written form at or prior to the hearing.

Following the Planning Commission review, at least four members of the Historic Preservation Board shall conduct the hearing. Reasonable opportunity shall be provided for all interested parties to express their opinions regarding the proposed designation or designations. However, nothing contained herein shall be construed to prevent the Historic Preservation Board from establishing reasonable rules to govern the proceedings of the hearings or from establishing reasonable limits on the length of individual presentations. The hearings shall be recorded, minutes written by staff and provided to each City Council member. Written presentations, including the report of the Planning and Zoning Commission, shall be included in the record of the hearing.

Upon receipt of the recommendations transmitted by the Historic Preservation Board, the City Council may by ordinance designate property as a historic landmark, site or district. Due consideration shall be given to the written view of owners of affected property and in its discretion the City Council may hold public hearings on any proposed landmark, historic site or district designation.

NOTIFICATION REQUIREMENTS

Written notice of the time, date, place and subject of the hearing shall be sent by certified mail not less than thirty (30) days prior to the hearing to all owners of record on the date of the resolution who own

the real property being proposed for designation as a historic site or historic district. Such notice shall be deemed delivered upon the passage of five (5) days from the deposit of the notice in the mail.

Signs indicating that recommendation for historic designation is being considered by the Historic Preservation Board shall be posted by the Board for a period of not less than fifteen (15) days immediately preceding the hearing on all property proposed for historic designation and on the boundaries of all areas proposed for historic district designations. Such signs shall be prominently displaced and easily readable from abutting public ways.

A legal notice indicating the nature of the hearing, the property involved and the time, date and place of the hearing, shall be published in a local newspaper of general circulation one (1) time at least fifteen (15) days prior to the hearing.

Written notice of the proposed historic designation, including the identification of the property, the basis for commencing with the designation procedure and the time, date and place of the hearing, shall be given to the Planning Commission not later than thirty (30) days prior to the hearing.

CONFORMANCE WITH CITY STANDARDS, REGULATIONS AND POLICIES

As stated earlier in this report, Planning Commission review is Step 1 of the three step review process.

Staff presents the following findings Planning Commission to assist with the Commission's review of the proposed designation rescission with respect to:

- (1) Its relationship to the zoning ordinance of the City and the Comprehensive Plan of the City;

The Property is zoned C-1 General Commercial. Therefore, the use as a residence is legally nonconforming. There is no issue with it remaining a residence, and historic designation of the Property does not have any effect on the zoning ordinance of the City.

The Comprehensive Plan does not have any relevant relationship to designation or rescission of designation of the property.

- (2) The effect of the [rescission of] designation upon the surrounding neighborhoods; and

Removal of the Property from the local historic register would allow for the owner to make alterations without Historic Preservation Board approval. It would also allow for the ability to demolish the structure(s) on the Property. Although it has not been identified as the owner's intent to make significant alterations or to demolish the structure, in the future the owner or a new owner may do so.

The Seymour & Birdie Rhode House has been identified as eligible for individual designation to the National Register of Historic Places on the local (and possibly state) level of significance in relation to two criteria. First for embodying the distinctive features of the Queen Anne style of architecture. While the home and its grounds have experienced some changes since the residence was constructed in 1902, its Queen Anne detailing and overall integrity remain largely intact.

Secondly for its historic significance, the Property served as the home of Seymour and Birdie Rhode from 1902 into the 1950s. The couple founded Fort Lupton's first bank. Birdie's role as the bank's president was unusual for the time and may be significant on a state level in the area of social history. The bank has been demolished as this home is now the only building associated with these local business leaders.

Therefore, if there were to be future significant alterations or demolition, it would impact the neighborhood visually on the neighborhood since the home has been in existence since 1902. In addition, the Property is zoned C-1 General Commercial, so any new construction would be commercial on this lot.

(3) Such other planning consideration as may be relevant.

Not applicable.

***For more information on this development, please refer to the Planning Commission packet provided.
Additional documents are available for review at the Fort Lupton City Hall.***

ARTICLE XVII - Historic Preservation

Sec. 18-341. - Definitions.

The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section:

Alteration means any act or process which changes one (1) or more of the exterior architectural features of a designated historic structure.

Board means the Historic Preservation Board created in Section 2-221.

Construction means the erection of any on-site improvements of any parcel of ground located on a historic site, whether the site is presently improved or unimproved, or the erection of a new principal or accessory structure on such property.

Demolition means any act or process that destroys in part or in whole a landmark or a structure upon a historic site.

Exterior architectural feature means the architectural design, style, general arrangement and components of all the outer surfaces of a structure or improvement, including but not limited to the color, texture, materials, type and style of all windows, doors, lights, signs and other fixtures appurtenant to said structure or improvement.

Historic site, landmark or district means any site, structure, object or improvement and its surrounding environs or a group of structures, objects or improvements and their surrounding environs:

- a. Which has a special character or special historic or aesthetic interest or value as part of the development, heritage or cultural characteristics of the City, state or nation;
- b. Wherein any event of major historic significance with a measurable effect upon society took place;
- c. Which is closely identified with a person or group of persons who have had some measurable influence on society;
- d. Wherein the board cultural, political, economic or social heritage of the community is exemplified;
- e. Which faithfully portrays the environment of a group of people in an era of history characterized by a distinctive architectural-type specimen or which is the work of an architect or master builder whose individual work has influenced the development of the City;
- f. Which, because of being a part of or related to a square, park or other distinctive area, should be developed or preserved according to plan based upon a historic, cultural or architectural significance;
- g. Which, due to unique location or singular physical characteristic, represents an established, familiar and significant visual feature of the neighborhood, community or City; or
- h. Officially designated as a historic site or historic district pursuant to the provisions of this Article.

Improvement means any building, structure, place, work of art or other object constituting a physical betterment of real property or any part of such betterment, including improvements on public property.

Owner means any person having such right or title to, or interest in, any improvement so as to be legally entitled, upon obtaining the required permits and approvals from the City agencies having jurisdiction over building construction, to perform with respect to such property any construction, alteration, removal, demolition or other work as to which such person seeks the authorization of

approval of the Historic Preservation Board, the Administrator of Planning and Zoning or the City Council.

Permit means any permit issued by the City pertaining to construction, alteration, removal or demolition of a building or feature within a designated historic site or landmark.

Reasonable use means taking into consideration the standards for designation for historic preservation and determining the use to be just, proper, fit and appropriate to the end in view, not immoderate or excessive, but being fair and suitable.

Relocation means moving a historic structure or object to a different location.

Repair and maintenance means work done on a structure or object in order to correct any deterioration, decay or damage to any part thereof in order to restore the same as nearly as practical to its condition prior to such deterioration, decay or damage.

Structure means that which is built or constructed, an edifice or building of any kind or any piece of work artificially built up or composed of parts joined together in some definite manner.

Working day means any day except Saturday, Sunday and any national, state or local holiday (or day of observation) during which the Building Permit and Inspection Department is not open for regular business.

(Ord. 651, 1994)

Sec. 18-342. - Standards for designation of sites, structures, objects and districts for preservation.

A site, structure, object or district may be designated for preservation if it meets one (1) or more of the following criteria:

- (1) Historical importance. The site, structure, object or district has character, interest or value as part of the development, heritage or cultural characteristics of the City, state or nation; is the site of a historic event with an effect upon society; is identified with a person or group of persons who had some influence on society; or exemplifies the cultural, political, economic, social or historic heritage of the community.
- (2) Architectural importance. The site, structure, object or district portrays the environment of a group of people in an era of history characterized by a distinctive architectural style; embodies those distinguishing characteristics of an architectural-type specimen; is the work of an architect or master builder whose individual work has influenced the development of the City; or contains elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.
- (3) Geographic importance. The site, structure, object or district, because of being part of or related to a square, park or other distinctive area, should be developed or preserved according to a plan based on a historic, cultural or architectural motif or due to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood, community or City.
- (4) Inclusion in National Register of Historic Places. Inclusion of any property within the City in the National Register of Historic Places as provided in the National Historic Preservation Act of 1966 shall be construed as local historic site designation, and subject to the same protections as any local historic site.

(Ord. 651, 1994)

Sec. 18-343. - Designation procedure.

- (a) Initiation of procedure. Whenever in the opinion of the Historic Preservation Board, upon its own motion or upon application of any citizen or owner of property in the City, a site, structure, object or district meets the criteria of a historic site, the Board shall contact the owner or owners of such historic site or district outlining the reasons and effects of designation as a landmark or district and, if possible, shall secure the owner's consent to such designation. If the Board is unable to personally contact such owner, it shall be sufficient for the City Clerk to send a written request by certified mail, return receipt requested, for the consent to designation of such property, addressed to the owner of the property as shown on the most recent records of the County Assessor at the address shown on such records.
- (b) Board review without owner's consent. Following such contact, if an owner does not notify the City Clerk in writing that the owner objects to such designation of the property within fifteen (15) days from the date of receipt of the request for consent to designation, or the owner objects in writing to such designation, the Clerk shall notify the Board and the City Council of such and the Board, upon the affirmative vote of at least four (4) of its members, may proceed by officially adopting a resolution stating that:
 - (1) The preliminary investigation by the Board indicates that the described property is eligible for designation as a historic site, landmark, object or district;
 - (2) The reason the Board feels that it should proceed without the consent of the owner to such designation; and
 - (3) Scheduling a public hearing by the Board on the question of designation, hereinafter called a designation hearing at a specified time, date and place and directing that the notice of hearing be given as described in Section 18-344 below.

Failure to send notice by mail to any such property owner where the address of such owner is unknown and not a matter of public record shall not invalidate any proceedings in connection with the proposed designation.

- (c) Board review with owner's consent. If the owner consents in writing to such designation, the Board, upon the affirmative vote of a majority of the members present, may adopt a resolution scheduling a public hearing by the Board on the question of designation, hereinafter called a designation hearing, at a specified time, date and place and directing that the notice of hearing be given as described in Section 18-344 below. All applications submitted in accordance with this Section shall include a description of the property proposed for designation and a detailed outline of the reasons why such property should be designated and why the boundaries of the property should be determined as described in the application. No motion or application of a specific historic site or historic district may be made more than once during any twelve (12) consecutive months, or twice during any five-year period, unless ownership changes.

(Ord. 651, 1994)

Sec. 18-344. - Notice of hearing.

Notice of designation hearing shall be given as follows:

- (1) Written notice of the time, date, place and subject of the hearing shall be sent by certified mail not less than thirty (30) days prior to the hearing to all owners of record on the date of the resolution who own the real property being proposed for designation as a historic site or historic district. Such notice shall be deemed delivered upon the passage of five (5) days from the deposit of the notice in the mail.
- (2) Signs indicating that recommendation for historic designation is being considered by the Historic Preservation Board shall be posted by the Board for a period of not less than fifteen (15) days immediately preceding the hearing on all property proposed for historic designation and on the boundaries of all areas proposed for historic district designations. Such signs shall be prominently displaced and easily readable from abutting public ways.

- (3) A legal notice indicating the nature of the hearing, the property involved and the time, date and place of the hearing, shall be published in a local newspaper of general circulation one (1) time at least fifteen (15) days prior to the hearing.
- (4) Written notice of the proposed historic designation, including the identification of the property, the basis for commencing with the designation procedure and the time, date and place of the hearing, shall be given to the Planning and Zoning Commission not later than thirty (30) days prior to the hearing.

(Ord. 651, 1994)

Sec. 18-345. - Planning and Zoning Commission review.

- (a) The Planning and Zoning Commission shall review the proposed designation with respect to:
 - (1) Its relationship to the zoning ordinance of the City and the Comprehensive Plan of the City;
 - (2) The effect of the designation upon the surrounding neighborhoods; and
 - (3) Such other planning consideration as may be relevant.
- (b) The Planning and Zoning Commission may recommend approval, rejection or modification of the proposed designation and its recommendation shall contain a statement of the basis for the recommendation. The recommendation shall be delivered to the Historic Preservation Board in written form at or prior to the hearing.

(Ord. 651, 1994)

Sec. 18-346. - Interim control.

No building permit shall be issued by the Building Permit and Inspection Department for alteration, construction, relocation or demolition of a site, structure or object under consideration for historic designation or any site, structure or object within a district under consideration for historic district designation from the date of the hearing of the Historic Preservation Board at which a designation is first presented for consideration of any kind until final disposition of the designation by the City Council unless such alteration, construction, relocation or demolition is authorized by resolution of the City Council as necessary for public health, welfare or safety. In no event shall the delay in issuance of a building permit due to the provisions of this Section be for more than ninety (90) days.

(Ord. 651, 1994)

Sec. 18-347. - Hearing.

- (a) At least four (4) members of the Historic Preservation Board shall conduct the hearing. If at least four (4) members are not present, the members present may adjourn the meeting to another date within two (2) weeks. If any hearing is continued, the time, date and place of the continuation shall be established and announced to those present when the current session is to be adjourned. Such information shall be promptly forwarded, by regular mail, to the owners of record as established and addressed pursuant to Section 18-344.
- (b) Reasonable opportunity shall be provided for all interested parties to express their opinions regarding the proposed designation or designations. However, nothing contained herein shall be construed to prevent the Historic Preservation Board from establishing reasonable rules to govern the proceedings of the hearings or from establishing reasonable limits on the length of individual presentations. The hearings shall be recorded, minutes written by staff and provided to each City Council member. Written

presentations, including the report of the Planning and Zoning Commission, shall be included in the record of the hearing.

(Ord. 651, 1994)

Sec. 18-348. - Findings and recommendations of the Board.

- (a) The Historic Preservation Board shall act officially on each proposed designation within thirty-five (35) days of the hearing. The Board may approve, reject or modify any proposal, but no proposal may be extended beyond the boundaries of the land described in the original resolution unless the initiation and hearing procedure is repeated for the enlarged boundaries. No ruling may deny the owner a reasonable use of his or her property.
- (b) The Board shall set forth in its records the findings of fact which constitute the basis for its decision. If the Board fails to act within the thirty-five-day period, the designation shall be deemed to have been rejected and the designation procedure shall thereby be terminated.

(Ord. 651, 1994)

Sec. 18-349. - Transmittal to City Council.

- (a) Within fifteen (15) days after reaching its decision, the Historic Preservation Board shall transmit to the City Council and the owner of the property its recommendation on the designation of a historic site or historic district, including the description of the property involved and the findings upon which the recommendation was based.
- (b) If more than one (1) property is involved in the designation procedure, the Historic Preservation Board may approve in part and terminate in part. Each part shall then be treated as a separate action. In no event may any property be added to the area described in the initiation resolution without instituting a new designation procedure.

(Ord. 651, 1994)

Sec. 18-350. - City Council action.

Upon receipt of the recommendations transmitted by the Historic Preservation Board, the City Council may by ordinance designate property as a historic landmark, site or district. Due consideration shall be given to the written view of owners of affected property and in its discretion the City Council may hold public hearings on any proposed landmark, historic site or district designation.

(Ord. 651, 1994)

Sec. 18-351. - Recording with County Clerk.

Within fifteen (15) days of the effective date of an ordinance designating property as a landmark, historic site or district, the City shall record among the real estate records of the County Clerk and Recorder either:

- (1) A certified copy of the ordinance designating the specified property as a historic site or historic district; and listing the individual properties included therein; or
- (2) A notice stating that the specified property has been designated as a historic site or historic district and citing the ordinance and the effective date of the ordinance which made the

designation effective. The notice may also contain a brief summary of the effects of such designation as set forth in this Article.

(Ord. 651, 1994)

Sec. 18-352. - Final notification to owner.

Within ten (10) days after the recording of the ordinance or the notice of designation of property as a historic site or historic district, the secretary of the Historic Preservation Board shall send to the owner of each property so designated by certified mail a letter outlining the reasons for such designation and the obligations and restrictions created by such designation. Such letter shall also contain a request that the owner or his or her successors or assigns notify the secretary of the Board prior to:

- (1) Preparation of plans for the reconstruction or alteration of the exterior of improvements located on such property; and/or
- (2) Preparation of plans for the construction, alteration, relocation or demolition of improvements on such property.

(Ord. 651, 1994)

Sec. 18-353. - Amendment or rescission of designation.

A historic site or district designation may be amended or rescinded in the same manner as the original designation was made.

(Ord. 651, 1994)

Sec. 18-354. - Work requiring building permit.

- (a) Action on an application for a building permit, including any permit for the demolition of a building, shall be deferred by the Building Inspector except as provided in Section 18-359, until the application is accompanied by a report of acceptability from the Historic Preservation Board for the proposed work when the proposed work involves any of the following:
 - (1) Alteration or reconstruction of or addition to the exterior of any improvement which constitutes all or part of a historic site;
 - (2) Demolition or relocation of any improvement or object which constitutes all or part of a historic site; or
 - (3) Construction or erection of or addition to any improvement upon any land included on a historic site.
- (b) In order to obtain a report of acceptability, the applicant shall submit the application for a building permit, including sketches, plans and other requirements as determined by the Historic Preservation Board, to the Board through the Planning and Zoning Commission. All such application shall be reviewed by the Board in two (2) phases to determine compliance with this Article as follows:
 - (1) Conceptual review. Conceptual review is an opportunity for applicants to discuss requirements, standards and policies that apply to historic sites or structures within a historic district. Problems can be identified and solved prior to final review of the application. After review of the application by the Historic Preservation Board, the Planning and Zoning Commission shall furnish the applicant with written comments regarding the conceptual review. Conceptual approval of any proposed work may be limited to certain portions of the work as deemed appropriate by the Board. Conceptual approval does not guarantee final approval of proposed work. If, upon review of the proposed work, the Board determines that conceptual review is not necessary given the absence

of a significant impact on the historic site or historic district involved, it may be waived by the Board and the Board may then proceed to consider the proposed work on final review at the same meeting.

- (2) Final review. If an application or parts thereof are conceptually approved, it shall be finally reviewed by the Historic Preservation Board at a subsequent meeting of the Board. During final review, the Board shall consider the application or parts thereof that have received conceptual approval and any changes made by the applicant since conceptual review.

(Ord. 651, 1994)

Sec. 18-355. - Work not requiring building permit; application for approval.

- (a) Except as otherwise provided herein, no land surface within any real property designated as a historic site or district shall be changed and no improvements shall be erected, removed, restored, demolished or altered, including alteration of color, without prior written approval of the Historic Preservation Board. No addition shall be made to any real property designated as a historic site, landmark or district in such a manner or of such a character as to change the exterior appearance or exterior architectural features, which change shall be visible from any public street, park or other public place, without prior written approval of the Board.
- (b) Any person desiring to remove, demolish or in any way change the exterior appearance or the exterior architectural features of improvements on real property designated as a historic site or district or desiring to change the land surface of any such real property shall submit to the Historic Preservation Board an application for approval and a specific statement of the work proposed, together with such details as the Board may require.

(Ord. 651, 1994)

Sec. 18-356. - Approval of proposed work.

- (a) If upon receipt of an application for a building permit pursuant to Section 18-354, or upon receipt of an application pursuant to Section 18-355, the Historic Preservation Board finds that the proposed work is of a nature that will not erode the authenticity or destroy any distinctive exterior feature of the improvements and is compatible with the distinctive characteristics of the historic site or historic district and within the spirit of purposed of this Article, the Board shall advise the applicant in writing by issuing a report of acceptability and shall affix its seal to the plans and specifications for the approved work. In the case of an application for a building permit, upon receipt of the Board's report of acceptability, the Building Inspector shall proceed with the review of the application for a building permit. No change which would defeat the purpose of this Article shall be made in an application for a building permit or the plans and specifications for the proposed work approved by the Board without resubmittal to the Board and approval of such changes in the same manner as the original application.
- (b) In determining the decision to be made concerning the issuance of a report of acceptability, the Historic Preservation Board shall consider the following criteria:
 - (1) The effect of the proposed work upon the general historical and/or architectural character of the historic site, landmark or district;
 - (2) The architectural style, arrangement, texture and materials of existing and proposed structures and their relation to the structures in the district;
 - (3) The effects of the proposed work in creating, changing or destroying the exterior architectural features of the structure upon which such work is to be done;
 - (4) The effect of the proposed work upon the protection, enhancement, perpetuation and use of the historic site or historic district;

- (5) The Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings; and
- (6) Such additional criteria, as established by the Historic Preservation Board, which it deems to be in the best interests of the City.

(Ord. 651, 1994)

Sec. 18-357. - Denial of building permit.

If the proposed work is not approved by the Historic Preservation Board, the Building Inspector shall deny the application for the Building permit and shall advise the applicant. No reapplication shall be submitted pursuant to Section 18-354, et seq., under the original plans and specifications found unacceptable by the Board except upon a showing of changed circumstances sufficient to justify the reapplication.

(Ord. 651, 1994)

Sec. 18-358. - Action of Board on unacceptable proposed work.

- (a) If the proposed work is not acceptable, the Historic Preservation Board, acting with all due diligence, shall explore with the applicant all means for substantially preserving the historic structure or historic district which would have been affected by the required permit. These investigations may include, by way of example and not of limitation:
 - (1) Feasibility of modification of the plans;
 - (2) Feasibility of any alternative private use of the structure which would substantially preserve the original character; or
 - (3) Possibility of public acquisition for a public purpose of the structure involved.
- (b) If the Historic Preservation Board is unsuccessful in developing either alternate plans or an appropriate public or private use for such structure, which are acceptable to the applicant, it shall notify the owner and the Building Inspector in writing. No work, erection, construction, reconstruction or alterations or demolitions of landmarks or structures in historic districts shall be allowed except on approval of the Board as provided in this Article.

(Ord. 651, 1994)

Sec. 18-359. - Remedying of dangerous conditions.

In any case where the Building Inspector, the Fort Lupton Fire Protection District, or any other public authority having the power, orders or directs the construction, reconstruction, alteration, repair, relocation or demolition of any historic improvement for the purpose of remedying conditions determined by that officer, department or authority to be imminently dangerous to life, health or property, nothing contained herein shall be construed as making it unlawful for any person to comply with such order. Any such officer, department or authority shall take immediate steps to notify the Historic Preservation Board of the proposed issuance of any such order or directive and may include in such order or directive any timely received requirements or recommendations of the Board.

(Ord. 651, 1994)

Sec. 18-360. - Final decision.

Decisions of the Historic Preservation Board regarding the acceptability of applications for building permits under Section 18-354 or applications for approval of work not requiring a building permit under Section 18-355 shall be considered final decisions. There shall be no appeals or variances to the City Council or Board of Adjustment.

(Ord. 651, 1994)

Sec. 18-361. - Extension of time limits.

Any time limit set forth in this Article may be extended by mutual consent of the Historic Preservation Board and the applicant, or the Board, the Planning and Zoning Commission and the applicant, whichever is applicable.

(Ord. 651, 1994)

Sec. 18-362. - Normal maintenance and repair of the structure as defined in kind.

Nothing in this Article shall be construed to prohibit the accomplishment of any work on any historic site or historic district which will neither change the exterior appearance (including color and materials) nor the exterior architectural features of improvements or structures, nor the character or appearance of the land itself and which is considered necessary as a part of normal maintenance and repair.

(Ord. 651, 1994)

Sec. 18-363. - Notification of state or national designation.

The Planning and Zoning Administrator shall promptly notify the Historic Preservation Board of any known national or state designations of landmark structures or landmark districts within the City.

(Ord. 651, 1994)

Sec. 18-364. - Violations and penalties.

Any person violating any provision of this Article shall be subject to the penalty provided by statute and Code. In case any building or structure is erected, constructed, reconstructed, altered, added to or demolished in violation of this Article, the City or any proper person may institute an appropriate action or proceeding to prevent such unlawful action. The imposition of any penalty hereunder shall not preclude the City or any proper person from instituting any proper action or proceeding to require compliance with the provisions of this Article and with administrative orders and determinations made hereunder.

(Ord. 651, 1994)

Sec. 18-365. - Adoption of the Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings.

As a technical guide to the Board, the City does ordain that a certain document which is on file and available for inspection by the public in the office of the Planning and Zoning Administrator being marked and designated as:

"The Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings, a section of the Secretary of the Interior's Standards for Historic Preservation Projects, revised in 1990 as part of Department of the Interior Regulations (36 CFR Part 67, Historic Preservation Certification) and

available from the U.S. Government Printing Office, Superintendent of Documents, Mail Stop: SSOP, Washington, DC 20402-9328"

be hereby adopted as the code of the City relating to the rehabilitation of historic buildings of all materials, construction types, sizes and occupancy, encompassing the exterior and interior of historic buildings and also relating to landscape features and the building's site and environment, as well as attached, adjacent or related new construction.

(Ord. 651, 1994)

Sec. 18-366. - Application of Standards.

The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

(Ord. 651, 1994)

Sec. 18-367. - Severability.

If the application of any provision of this Article to any lot, building or other structure or a tract of land is declared to be invalid by a decision of any court of competent jurisdiction, it is hereby declared to be the legislative intent that the effect of such decision shall be limited to that lot, building or other structure or tract of land immediately involved in the controversy, action or proceeding in which the judgment or decree of invalidity was rendered. Such decision shall not affect, impair or nullify this Article as a whole or the application of any provision to any other lot, building or other structure or tract of land.

(Ord. 651, 1994)

Secs. 18-368—18-380. - Reserved.



Fort Lupton Historic Preservation Board



APPLICATION FOR LOCAL DESIGNATION

PROPERTY UNDER CONSIDERATION FOR LOCAL
DESIGNATION:

149 DENVER AVENUE, FORT LUPTON, CO 80621

OWNER: MARIA FLORES



Performance, Integrity, Teamwork,
Accountability and Service

City of Fort Lupton Planning and Building Department

Tom Parko, Planning Director
130 S. McKinley Avenue
Fort Lupton, Colorado 80621

(303) 857-6694 x 125
Fax (303) 857-0351
Email: tparko@fortlupton.org
<http://www.fortlupton.org>

March 14, 2008

Maria Flores
149 Denver Avenue
Fort Lupton, Colorado 80621

Dear Mrs. Flores:

Thank you for taking the time to meet with me on Monday March 10th to review the primary application for local historic designation on your property. The application has been finalized and I am preparing a report to the Fort Lupton Historic Preservation Board at this time.

My staff report and the designation application for 149 Denver Avenue will go before the HPB on April 3rd at 6:30 P.M. Please make an effort to attend this meeting. I discussed with you on March 10th the designation process. Once the HPB accepts the application it must go before the Planning and Zoning Commission. If approved by the Planning Commission it will go back before the HPB for a public hearing. If the HPB finds that the property is eligible for designation they will forward a formal recommendation of approval to the Fort Lupton City Council. The City Council has the final authority on this matter.

I will prepare a detailed schedule with dates and times before the formal process begins. Please note that according to **Municipal Code Section 18-346** you cannot apply for or be issued a building permit for alteration, construction, relocation, or demolition of the site, structure or object at 149 Denver Avenue while the property is being considered for local designation.

As always, if you have any questions please do not hesitate to contact me at the number listed above. I can also be reached by email at tparko@fortlupton.org.

Sincerely,

Tom Parko, CFM
Planning Director



Digitally signed by Tom Parko
DN: cn=Tom Parko, o=City of
Fort Lupton, ou=Planning and
Building Department,
email=tparko@fortlupton.org,
c=US
Date: 2008.03.19 13:37:06 -06'00'

FORT LUPTON HISTORIC DESIGNATION
Primary Application

1. Name of Property

- a. Historic Name: Seymour & Birdie Rhode House
b. Other Names: Flores House / Maria's Beauty Salon
c. Please write and attach a historical narrative of the property (Attachment 1).
d. Please include, if available, historic and current photographs of the property.

2. Location of Property

Address: 149 DENVER AVENUE
City: FORT LUPTON
State: COLORADO
Zip Code: 80621

3. Classification of Property

- a. Property Ownership:
() Public (☒) Private () Other _____
b. Category of Property:
(☒) Structure () Site () District () Object

4. Function or Use of Property

- a. Please write and attach a narrative of the historic and current functions of the property (Attachment 2).

5. Description of Property

- a. Please write and attach a description of the property, delineating any significant alterations to the property and, if known, indicate plans for future additions, changes or alterations to the property (Attachment 3).

6. Statement of Significance

- a. Areas of Significance:
Historical & Architectural Importance.
Please see Attachment 4.

b. Period of Significance:

Between 1902 and 1952.

c. Significant Dates:

Constructed in 1902.

d. Significant Persons:

Seymour and Birdie Rhode. The couple founded and successfully operated Fort Lupton's first bank. Birdie was the bank's first president, which was unusual for women during this time period.

7. Bibliographical References

a. Please list below any attached bibliographical references.

Colorado Cultural Resource Survey & Architectural Inventory Form.

8. Geographical Data

a. Boundary Description:

Please see Attachment B.

b. Boundary Justification:

" "

9. Property Owner(s)

a. Name(s) and Address(es):

FLORES, MARIA

149 DENVER AVENUE
FORT LUTHER, CO 80621

b. Legal Description:

FTL 15140 L1 thru 4 BLK 21 Township Sub.

Township 01N, Range 66W, 6 PM

Please sign your name and the date below.

Maria Flores
Name

03-10-08
Date

Thank you for taking the time to thoroughly fill out this primary application.

DRAFT

ATTACHMENT Nos. 1, 2, 3, 4

Colorado Cultural Resource Survey

Architectural Inventory Form

(Page 1 of 8)

Official Eligibility Determination (OAHP use only)

Date _____ Initials _____
☐ Determined Eligible- NR
☐ Determined Not Eligible- NR
☐ Determined Eligible- SR
☐ Determined Not Eligible- SR
☐ Need Data
☐ Contributes to eligible NR District
☐ Noncontributing to eligible NR District



I. Identification

1. Resource Number: **5WL5646**
2. Temporary Resource Number: **Not Applicable**
3. County: **Weld**
4. City: **Fort Lupton**
5. Historic Building Name: **Seymour & Birdie Rhode House**
6. Current Building Name: **Flores House / Maria's Beauty Salon**
7. Building Address: **149 Denver Ave.
Fort Lupton, CO 80621**
8. Owner Name & Address: **Salvadore Flores
149 Denver Ave.
Fort Lupton, CO 80621**

Resource Number: 5WL5646

Address: 149 Denver Ave.

Architectural Inventory Form

(Page 2 of 8)

II. Geographic Information

9. P.M. 6th Township 1N Range 66W
 NE 1/4 of the SE 1/4 of the SE 1/4 of the NE 1/4 of Section 6
10. UTM Reference Zone: 13 Easting: 516180 Northing: 4436590
11. USGS Quad Name: Fort Lupton, Colorado
 Year: 1994 Map scale: 7.5'
12. Legal Description: Lots 1 to 4, Block 21
 Addition: Twombly's Addition Year of Addition: 1902
13. Boundary Description and Justification: The boundaries of this property correspond with its clearly defined urban lot lines and legal description. These boundaries include all of the historic resources associated with this property, including the building(s) and features described below.

III. Architectural Description

14. Building Plan (footprint, shape): Irregular Plan
15. Dimensions in Feet (approximate): 34' x 54'
16. Number of Stories: 1-1/2
17. Primary External Wall Material(s) (enter no more than two): Brick, Shingle
18. Roof Configuration: (enter no more than one): Cross Gabled Roof
19. Primary External Roof Material (enter no more than one): Composition Roof
20. Special Features (enter all that apply): Porch, Dormer, Decorative Shingles, Chimney, Fence, Tower, Attached Garage
21. General Architectural Description: This corner lot contains a two-story masonry residence that faces toward the east. Centered on the property, the home rests upon what appears to be a concrete foundation with stone facing above grade. The building's exterior walls are constructed of brickwork laid in common bond coursing on the first floor, and the second story is clad in fishscale shingles. The home's front entrance, with a wood panel door and metal storm door, is found on its northeast cutaway corner. An open, three-sided porch projects from the home at this location. This porch, three steps up from the front sidewalk, consists of a masonry floor, open metal rail, and a three-sided hipped roof supported by three wood columns. Rising above the entrance and porch is

Architectural Inventory Form

(Page 3 of 8)

a short wood frame octagonal tower. This tower has walls covered with fishscale shingles, three 3-over-1 double hung sash windows with wood frames, and a bell-cast octagonal roof with asphalt shingles and a tin cap.

The building's southeast corner holds the entrance to a hair salon, reached by way of a small wood deck and handicap ramp. This entry has a wood panel door and storm door. Secondary entrances are found on the west and north elevations. The west elevation has a panel door and storm door that enter the rear enclosed porch. The northwest corner of the home has an overhead garage door (wood panel, 6 lights) providing access to a single-car attached garage.

Fenestration on the home consists primarily of 1-over-1 double hung sash windows with wood frames and surrounds. On the front of the house is a three-sided bay containing these original windows. The southeast one-story room has a band of multi-light windows along its south elevation that each holds a central casement surrounded by multiple fixed lights. One set of these same windows is found on the east elevation next to the hair salon door. The rear of the house has two pairs of 2-light sliding windows on the garage and bands of 1-over-1 windows flanking the rear entrance.

Typical of Queen Anne style homes, the roof on this residence is complex. Its central portion is pyramidal, and is surrounded by intersecting gables to the north, south and east. The entire roof is finished with asphalt shingles and boxed eaves. Dormers project from the roof to the north, south and west. The single dormers on the north and south slopes of the pyramidal roof are each wood-framed with fishscale shingles, a pair of 1-over-1 double hung sash windows, and a gabled roof. The single dormer on the west slope of the rear gabled roof is similar to the others but has a single small fixed horizontal window. A tall narrow brick chimney with a pair of horizontal brick bands near the top projects upward from the north slope of the pyramidal roof.

22. Architectural Style/Building Type: Queen Anne
23. Landscaping or Special Setting Features: Surrounding the home are grassed and landscaped yard areas, although the rear yard has been partially paved. The front yard is bisected by a concrete walk that runs diagonally from the street sidewalk at the corner to the front porch. A modern metal fence borders the south and west yard areas.
24. Associated Buildings, Features or Objects:

Old Garage - The old garage is located in the southwest corner of the property along the rear alley. This 14' x 16' wood frame building rests upon a concrete foundation and its exterior walls are finished with horizontal siding. It also has a hipped roof with asphalt shingles and a panel door and sliding wood garage door on the north elevation. The building was constructed sometime after 1936 to hold both a single auto and an adjoining shop or storage space.

Resource Number: 5WL5646

Address: 149 Denver Ave.

Architectural Inventory Form

(Page 4 of 8)

New Garage - The new garage is located in the northwest quadrant of the property along the rear alley. This 24' x 24' wood frame building rests upon a concrete foundation and has walls finished with horizontal siding. It also has a gabled roof with asphalt shingles, a two-light sliding window on the north, and an overhead garage door on the south. The building was constructed in 1992 to serve as a two-car garage.

IV. Architectural History

25. Date of Construction: Estimate: Actual: 1902
 Source of Information: Weld County Assessor, Property Profile (parcel #147106132013)
26. Architect: Unknown
 Source of Information: Not Applicable
27. Builder/Contractor: Unknown
 Source of Information: Not Applicable
28. Original Owner: Seymour & Birdie Rhode
 Source of Information: Interview with David Norcross & Nancy Penfold, Fort Lupton Museum, 26 September 2007; Cleon Roberts. *Fort Lupton, Colorado: The First Hundred and Forty Years*. Fort Lupton Museum, 1976
29. Construction History (include description and dates of major additions, alterations, or demolitions):
 The home on this property was constructed in 1902 with open porches on the front and rear, and over the next two decades remained unchanged. By 1930, it had been expanded toward the west with the construction of an enclosed porch and an attached garage. A small shed, now gone, was located off the southwest corner of the house, although this might have been the old garage now found in the southwest corner of the property. The old garage was certainly not present in its current location prior to 1936. The one-story addition to the southeast corner of the residence was constructed sometime in the years after World War II, possibly in conjunction with the 1975 remodeling of the interior for use as offices. In the past two decades, several alterations have been made to the property. First, in 1992 the detached modern garage was constructed and the surrounding yard area paved with concrete. Then in 1996 the home received attention to its siding, soffits and fascia. Finally, in 2006 the wood ramp, deck and door for the hair salon were installed, along with the wrought iron fence that encloses portions of the rear yard.
30. Original Location: Yes

Architectural Inventory Form

(Page 5 of 8)

V. Historical Associations

31. Original Use(s): Domestic / Single Dwelling
32. Intermediate Use(s): Not Applicable
33. Current Use(s): Domestic / Single Dwelling
Commerce & Trade / Specialty Store
34. Site Type(s): Single Family Residence / Hair Salon
35. Historical background: Between 1902 and the 1950s, this home was occupied by the family of Seymour and Birdie Rhode. The couple is well-known locally for founding the first bank in Fort Lupton. Established in 1900, the Fort Lupton State Bank was initially housed on the main floor of the Winbourn Hotel on the northwest corner of 4th St. and Main Ave. Seymour served as the institution's cashier and Birdie held the title of president, a remarkable position for a woman to hold in any bank, large or small, at that time. The bank was launched with total assets of \$25,000 and on its first day of business received deposits in excess of \$3,500. In addition to banking, the couple was involved in the sale of fire and life insurance policies.

With their bank thriving, Seymour and Birdie had a Queen Anne style home constructed for themselves in 1902 at 149 Denver Ave. Eight years later, they erected their own bank building on the northwest corner of 4th St. and Denver Ave. Seymour and Birdie continued to operate their bank through at least the 1940s and were involved in the Fort Lupton community into the post-WWII period. During the 1950s, the home finally passed out of family ownership. While it continued to be occupied as a residence, in 1975 the building was remodeled for office use. This work appears to have primarily involved the interior, but may also have involved construction of the one-story addition to the southeast corner of the building. In recent years, this portion of the building has been converted into a hair salon.

36. Sources of information: Fort Lupton City Directories (1933, 1942)
Colorado State Business Directories (1900-1950)
Weld County, Assessor's Records (parcel #147106132013)
City of Fort Lupton, Building Permits File
Sanborn Fire Insurance Maps (1908-1936)
Interview with David Norcross & Nancy Penfold, Fort Lupton Museum, 26 September 2007
Cleon Roberts. *Fort Lupton, Colorado: The First Hundred and Forty Years*. Fort Lupton Museum, 1976
Adam Thomas. *Crossroads in Eden: Development of Fort Lupton, 1835-2000*. Historical Context Report prepared for the City of Fort Lupton, 2003.

Resource Number: 5WL5646

Address: 149 Denver Ave.

Architectural Inventory Form

(Page 6 of 8)

VI. Significance

37. Local landmark designation: **None**

38. Applicable National Register Criteria

- A. Associated with events that have made a significant contribution to the broad pattern of our history
- X B. Associated with the lives of persons significant in our past
- X C. Embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possess high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction
- D. Has yielded, or may be likely to yield, information important in history or prehistory

Qualifies under Criteria Considerations A through G (see Manual)

Does not meet any of the above National Register criteria

Applicable Fort Lupton Criteria

- A. Historical Importance 1: Has character, interest, or value as part of the development, heritage or cultural characteristics of the city, state or nation
- Historical Importance 2: Is the site of an historic event with an effect upon society
- X Historical Importance 3: Is identified with a person or group of persons who had some influence on society
- Historical Importance 4: Exemplifies the cultural, political, economic, social or historic heritage of the community
- B. Architectural Importance 1: Portrays the environment of a group of people in an era of history characterized by a distinctive architectural style
- X Architectural Importance 2: Embodies those distinguishing characteristics of an architectural type or specimen
- Architectural Importance 3: Is the work of an architect or master builder whose individual work has influenced the development of the city

Architectural Inventory Form

(Page 7 of 8)

Architectural Importance 4: Contains the elements of architectural design, detail, materials or craftsmanship which represent a significant innovation

C. Geographic Importance 1: Because of being part of or related to a square, park or other distinctive area, should be developed or preserved according to a plan, cultural, or architectural motif

Geographic Importance 2: Due to its unique location or singular physical characteristic, represents an established and familiar visual feature of a neighborhood, community or the city

Does not meet any of the above Fort Lupton designation criteria

39. Area(s) of significance: **Commerce / Architecture / Social History**

40. Period of significance: **1902-1957**

41. Level of significance: National No State Yes Local Yes

42. Statement of significance: This historic property is eligible for individual designation to the National Register of Historic Places on the local (and possibly state) level of significance in relation to two criteria. First, it is eligible under Criterion C for embodying the distinctive features of the Queen Anne style of architecture. Numerous elements of this building are characteristic of this style. Regarding historic significance, the property served as the home of Seymour and Birdie Rhode from 1902 into the 1950s. Together the couple founded and successfully ran Fort Lupton's first bank. In addition, Birdie's role as the bank's president was an unusual one for a woman of the time period and may be significant on a state level in the area of social history. The bank has been demolished and this home is now the only building associated with these prominent local business leaders. For these reasons, the house is individually eligible for National Register listing under Criterion B.

In light of the criteria for local designation, the property appears to be eligible for individual listing in Fort Lupton because of its association with prominent banking couple Seymour and Birdie Rhode (Criterion A-3). In addition, the home is likely to be locally eligible for its excellent embodiment of characteristics of the Queen Anne style of architecture (Criterion B-2).

43. Assessment of historic physical integrity related to significance: While this home and its grounds have experienced some changes since the residence was constructed in 1902, its Queen Anne detailing and overall integrity remain largely intact. Many of the changes have taken place behind the house, involving early additions to the rear of the home and the construction of two garages in the rear yard. The relatively small addition to the front southeast corner is one-story in height, compatible in design and materials, and does not diminish from the overall

Resource Number: 5WL5646

Address: 149 Denver Ave.

Architectural Inventory Form
(Page 8 of 8)

historic character of the home. None of these changes have significantly diminished its architectural significance as what appears to be the most important example of the Queen Anne style in Fort Lupton. This property clearly retains and exhibits an adequate degree of architectural integrity to be considered architecturally significant in relation to National Register standards. In addition, its good integrity makes it eligible for local designation, as discussed above.

VII. National Register Eligibility Assessment44. National Register eligibility field assessment: **Eligible**45. Is there National Register district potential? **Yes**

Discuss: This property is associated with what appears to be an adequate concentration of historically intact properties in downtown Fort Lupton that share a common historic context. Historic district potential is found to include the properties fronting onto Denver Ave. and Main Ave., and those located between 1st St. and 9th St. The property at 149 Denver Ave. is likely to be considered contributing to any future historic district in this area.

If there is National Register district potential, is this building contributing: **Yes**46. If located in an existing National Register district, is it contributing: **Not Applicable****VIII. Recording Information**47. Photograph numbers: **149 Denver Ave.**Negatives filed at: **Tatanka Historical Associates, Inc.**48. Report title: **Intensive-Level Survey of Historic Buildings
Downtown Fort Lupton, Colorado**49. Date(s): **30 October 2007**50. Recorder(s): **Ron Sladek, President**51. Organization: **Tatanka Historical Associates, Inc.**52. Address: **P.O. Box 1909, Fort Collins, CO 80522**53. Phone number(s): **970 / 221-1095**

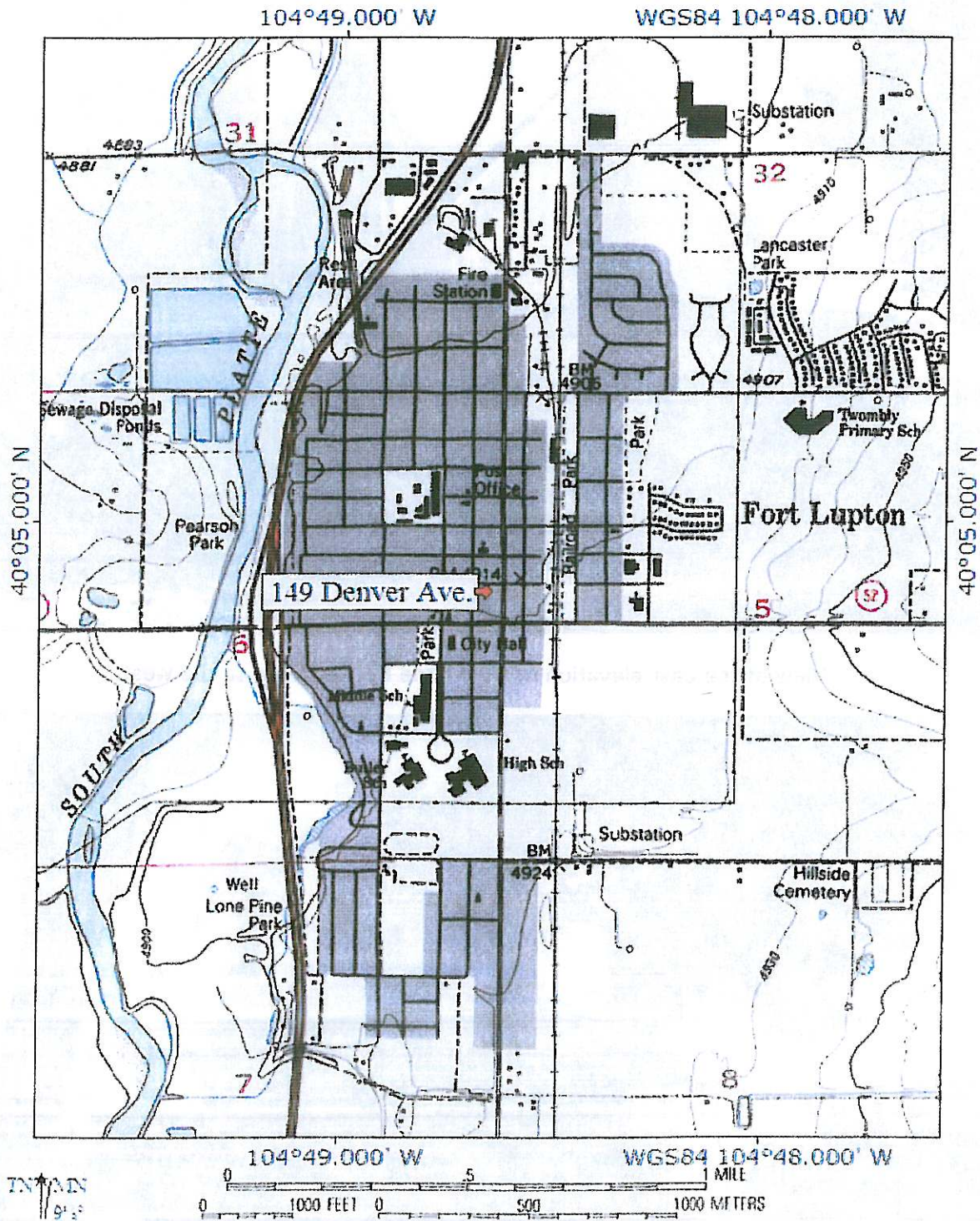
NOTE: Please attach a sketch map, a photocopy of the USGS quadrangle map indicating resource location, and photographs.

DRAFT

Resource Number: 5WL5646

Address: 149 Denver Ave.

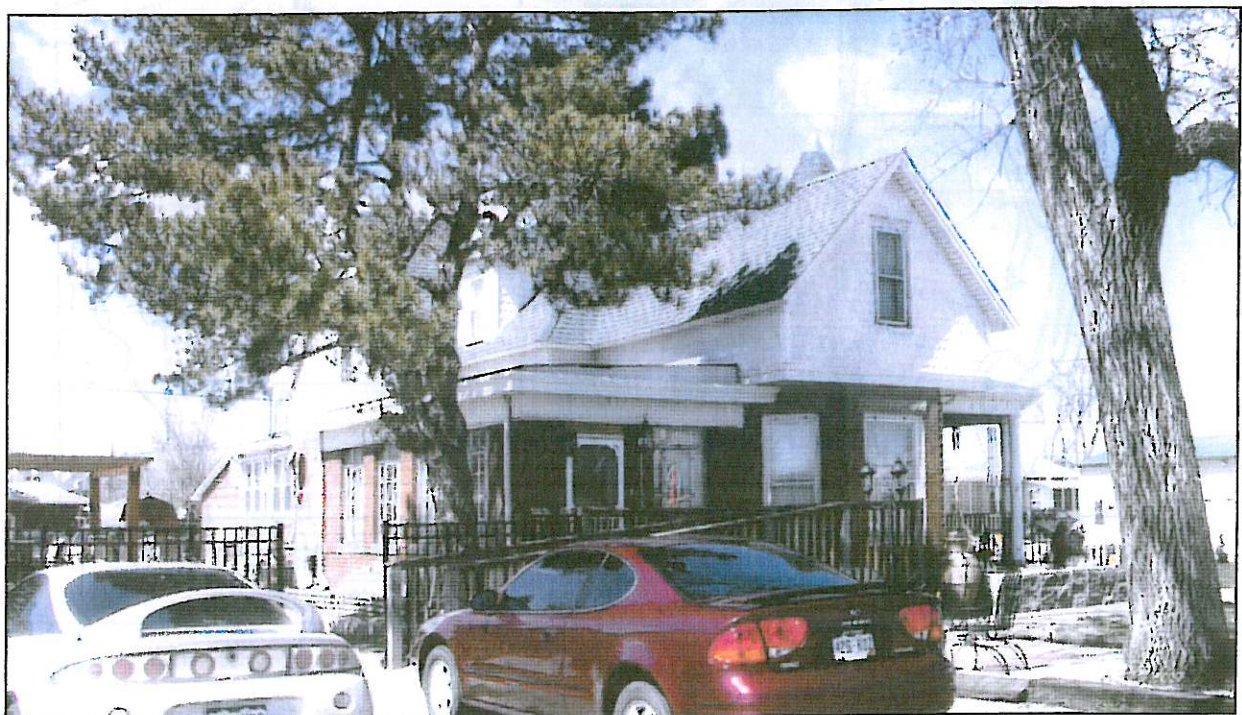
USGS 7.5' Topographic Map
Fort Lupton, 1994



Additional Photographs



View of the east elevation of the Rhode House. View to the west.



View of the south and east elevations. View to the northwest.

Additional Photographs



View of the north and west elevations. View to the southeast.



View of the southwest corner of the house and the new garage. View to the east.

Additional Photographs



View of the old garage along the rear alley. View to the southeast



View of the new garage along the rear alley. View to the southeast.

1419 DENVER AVENUE



Attachment No. 5

March 1, 2021

NOTICE OF APPLICATION FOR RESCISSION OF 149 DENVER AVENUE (AKA SEYMOUR & BIRDIE RHODE HOUSE) AS A LOCAL HISTORIC SITE DESIGNATION PURSUANT TO SECTION 18-344(4) OF THE FORT LUPTON MUNICIPAL CODE

Fort Lupton Planning Commissioners:

Notice is hereby given that the City of Fort Lupton Historic Preservation Board shall hold a public hearing concerning an application for rescission of 149 Denver Avenue (aka Seymour & Birdie Rhode House) as a local historic property and rescission of its listing on the local historic designation registrar. Notice is pursuant to Section 18-344(4) of the Fort Lupton Municipal Code ("Code").

The public hearing is to be held before the Historic Preservation Board on April 1, 2021 at 6:15 PM or as soon as possible thereafter. The public hearing shall be held at the Fort Lupton City Hall, 130 S. McKinley Avenue in Fort Lupton, Colorado. In the event that there are City Hall closures due to COVID-19 at the time of the hearings, the public hearings will be held remotely, accessible to the public by phone and internet. Information on how to attend the hearings will be provided in the agenda as posted on the City's website, www.fortluptonco.gov

Pursuant to Section 18-345 of the Code, the Planning Commission shall review the proposed application for rescission at a public meeting on Thursday, March 11, 2021 at 6:00 PM. At said meeting, the Planning Commission may recommend approval, rejection or modification of the proposed designation and its recommendation shall contain a statement of the basis for the recommendation. The recommendation shall be delivered to the Historic Preservation Board in written form at or prior to the hearing.

Sincerely,



Alyssa Knutson, AICP

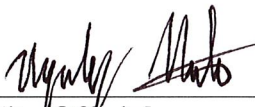
Planner II

City of Fort Lupton

CERTIFICATE OF MAILING

I, the undersigned, hereby certify that on the 1st day of March 2021, a true and correct copy of the foregoing Notice of Public Hearings for the Seymour and Birdie Rhode House Rescission of Historic Designation was sent via certified mail, return-receipt requested to the following addresses:

Salvador Flores
149 Denver Ave
Fort Lupton, CO 80621



City Official

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Fort Lupton, CO 80621

7019 1640 0000 5253 4962

Certified Mail Fee	\$3.60
Extra Services & Fees (check box, add fees if appropriate)	
☒ Return Receipt (hardcopy)	\$2.95
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00
Postage	\$0.55
Total Postage and Fees	\$7.00

Sent To
Salvador Flores
Street and Apt. No., or PO Box No.
149 Denver Ave
City, State, ZIP+4®
Fort Lupton, CO 80621

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

OFFICIAL USE
80621 0392
MAR - 7 2021
Postmark Here



Planning & Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694

Fax: 303.857.0351

www.fortlupton.org

CITY OF FORT LUPTON NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Fort Lupton Historic Preservation Board shall hold a public hearing concerning an application for rescission of 149 Denver Avenue (aka Seymour & Birdie Rhode House) as a local historic property and rescission of its listing on the local historic designation registrar. Notice is pursuant to Section 18-344(3) of the Fort Lupton Municipal Code.

The public hearing is to be held before the Historic Preservation Board on April 1, 2021 at 6:15 PM or as soon as possible thereafter. The public hearing shall be held at the Fort Lupton City Hall, 130 S. McKinley Avenue in Fort Lupton, Colorado. In the event that there are City Hall closures due to COVID-19 at the time of the hearings, the public hearings will be held remotely, accessible to the public by phone and internet. Information on how to attend the hearings will be provided in the agenda as posted on the City's website, www.fortluptonco.gov

ALL INTERESTED PERSONS MAY ATTEND

LEGAL DESCRIPTION

LOTS 1, 2, 3 AND 4, BLOCK 21, TWOMBLY'S SUBDIVISION, TOWN OF FORT LUPTON, COUNTY OF WELD, STATE OF COLORADO.

CIUDAD DE FORT LUPTON AVISO DE AUDIENCIA PÚBLICA

Por la presente se da aviso que la Junta de Preservación Histórica de la Ciudad de Fort Lupton tendrá una audiencia pública sobre una solicitud de rescisión de 149 Denver Avenue (aka Seymour & Birdie Rhode House) como propiedad histórica local y la rescisión de su inclusión en el registro de designación histórica local. Este aviso es conforme a la Sección 18-344 (3) del Código Municipal de Fort Lupton.

La audiencia pública se llevará a cabo ante la Junta de Preservación Histórica el 1 de abril de 2021 a las 6:15 p.m. o tan pronto como sea posible a partir de entonces. La audiencia pública se llevará a cabo en el Ayuntamiento de Fort Lupton, 130 S. McKinley Avenue en Fort Lupton, Colorado. En dado caso de que existan cierres del Ayuntamiento por COVID-19 en el momento de las audiencias, las audiencias públicas se realizarán de forma remota, accesible al público por teléfono e internet. La información sobre cómo asistir a las audiencias se proporcionará en la agenda publicada en el sitio web de la Ciudad, www.fortluptonco.gov

TODAS LAS PERSONAS INTERESADAS PUEDEN ASISTIR

DESCRIPCIÓN LEGAL

LOTS 1, 2, 3 AND 4, BLOCK 21, TWOMBLY'S SUBDIVISION, TOWN OF FORT
LUPTON, COUNTY OF WELD, STATE OF COLORADO.

**CITY OF FORT LUPTON
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the City of Fort Lupton is in receipt of an application submitted by Salvadore Flores for a rescission of a local historic designation pursuant to Section 18-344(4) of the Fort Lupton Municipal Code for a property located 149 Denver Avenue in the C-1 General Commercial Zone District, pursuant to the City of Fort Lupton Municipal Code Notice Requirements.

A public hearing will be held before the Historic Preservation Board on Thursday, April 1, 2021, at 6:15 P.M., or as soon as possible thereafter.

The public hearing shall be held in the City Hall, 130 South McKinley Avenue, Fort Lupton, Colorado, or at such other time or place in the event this hearing is adjourned. In the event that City Hall is closed to the public at the time of the hearings due to COVID-19, the public hearing will be held remotely, accessibly to the public by phone and internet. Information on how to attend the hearing will be provided in the agenda as posted on the City's website, www.fortluptonco.gov. Further information is available through the Planning & Building Department at (303) 857-6694.

LEGAL DESCRIPTION

LOTS 1, 2, 3 AND 4, BLOCK 21, TWOMBLY'S SUBDIVISION, TOWN OF FORT LUPTON, COUNTY OF WELD, STATE OF COLORADO.

Legal Ad No.: FLP222260

First Publication: March 17, 2021

Last Publication: March 17, 2021

Published In: Fort Lupton Press

Sign Posting Affidavit

Seymour & Birdie Rhode House Rescission of Historic Designation
Project No. LUP2021-0008/ Plan No. HIS2021-0001



2ND ST.



DENVER AVE.

I, Magaly Morales Tejada hereby acknowledge that I witnessed that the aforementioned property was posted in accordance with City Codes. Said public hearing notice was posted on this 17 day of March, 2021.

Magaly Morales

Signature of City Official

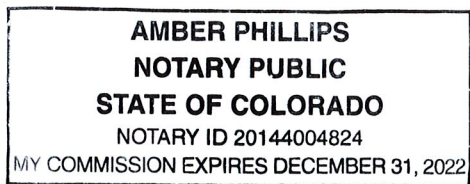
The foregoing instrument was acknowledged before me by Magaly Morales-Tejada this 30 day of March, 2021. Witness my hand and seal.

My commission expires 12-31-22

Amber Phillips

Notary Public

(SEAL)



HAM 2021-002

**APPROVE A REQUEST FOR REPORT OF ACCEPTABILITY FOR THE ST. JOHN BUILDING
(NKA WHOLLY STROMBOLI) (410 DENVER AVENUE/701 4TH STREET)**

I. **Agenda Date:** *Board Meeting – April 1, 2021*

- II. **Attachments:**
- A. *Request for Report of Acceptability & Attachments*
 - B. *Architectural Inventory Form*
 - C. *Exhibit A to this HAM: Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings Applicable to the Patio Addition.*
 - D. *Guidelines for Rehabilitation*

III. **Issue/Request:**

In 2004, the Fort Lupton City Council approved the historical designation of the St. John Building at 410 Denver Avenue/701 4th Street. Exterior work to historically designated properties within the City requires prior approval from the Historic Preservation Board, as regulated by Article XVII of Chapter 18 to the Municipal Code.

Melissa Rickman, the owner of this historic site has submitted a request for exterior work to the historic site, including replacement of windows, brick and flagstone work, paint, corbel and cornice work, the addition of a covered patio, and addition of patio and exterior improvements to the south elevation of the building. Much of the proposed work requires building permits. Please see Section VI. Legal / Political Considerations of this document for further information on requirements prior to permitting exterior work to historic sites within the City of Fort Lupton.

Additional information on this proposed work is attached for your reference.

VI. **Legal / Political Considerations:**

Pursuant to Section 18-354 of the Municipal Code, a report of acceptability is required prior to work requiring a building permit for the alteration or reconstruction of or addition to the exterior of any improvement which constitutes all or part of a historic site.

The proposed work requires building permits and therefore qualifies for review under the following two phase review:

(1) Conceptual review. Conceptual review is an opportunity for applicants to discuss requirements, standards and policies that apply to historic sites...Problems can be

identified and solved prior to final review of the application. After review of the application by the Historic Preservation Board, the Planning Commission shall furnish the applicant with written comments regarding the conceptual review. Conceptual approval of any proposed work may be limited to certain portions of the work as deemed appropriate by the Board. Conceptual approval does not guarantee final approval of proposed work. If upon review of proposed work, the Board determines that conceptual review is not necessary given the absence of a significant impact on the historic site...it may be waived by the Board and the Board may then proceed to consider the proposed work on final review at the same meeting.

If the Board chooses to waive conceptual review and go directly to final review, then:

(2) Final review. If an application or parts thereof are conceptually approved, it shall be finally reviewed by the Historic Preservation Board at a subsequent meeting of the Board. During final review, the Board shall consider the application or parts thereof that have received conceptual approval and any changes made by the applicant since conceptual review.

Pursuant to Section 18-354 of the Municipal Code that addresses work requiring a building permit on a historic site:

(a) Action on an application for a building permit, including any permit for demolition of a building, shall be deferred by the Building Inspector except as provided in Section 18-359 [relating to remedying of dangerous conditions], until the application is accompanied by a report of acceptability from the Historic Preservation Board for the proposed work when the proposed work involves the following:

(1) Alteration or reconstruction of or addition to the exterior of any improvement which constitutes all or part of a historic site;

(2) Demolition or relocation of any improvement or object which constitutes all or part of a historic site; or

(3) Construction or erection of or addition to any improvement upon any land included on a historic site.

The Board should then take into consideration each of the following criteria when determining whether to approve the proposal:

- 1. The effect of the proposed work upon the general historical and/or architectural character of the historical site, landmark or district;*
- 2. The architectural style, arrangement, texture and materials of existing and proposed structures and their relation to the structures in the district;*
- 3. The effects of the proposed work in creating, changing or destroying the exterior architectural features of the structure upon which such work is to be done;*
- 4. The effect of the proposed work upon the protection, enhancement, perpetuation and use of the historic site or district;*

5. *The Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (see Exhibit A to this Memorandum for applicable standards); and*
6. *Such additional criteria, as established by the Historic Preservation Board, which it deems to be in the best interests of the City.*

VII. Alternatives/Options:

The Board has the following options:

1. *Approve the request for report of acceptability, or approve with conditions;*
2. *Do not approve the request for report of acceptability;*
3. *Delay a decision in order to request additional information.*

VIII. Financial Considerations:

None.

IX. Staff Recommendation:

The Board must make a determination if this review requires conceptual and final review, or should go directly to final review. Staff believes portions of this proposal could move directly to final review, however the patio additions and north and south elevation changes may warrant conceptual and final review.

The Historic Preservation Board should determine if the following require conceptual and/or final review:

1. *Replacement of windows;*
2. *Corbel and cornice work;*
3. *Framework replacement (north side of building);*
4. *Brick and flagstone work;*
5. *Covered patio on the north portion of the building (includes lighting, roof, garage door, patio fencing, stamped concrete, etc.);*
6. *Proposed paint/color scheme to the building overall;*
7. *Patio on the south side of the building; and*
8. *Replacement of door on the south side of the building.*

Staff at the minimum recommends conceptual with final review for the installation of a garage and other patio improvements on the north side of the building to allow Historic Preservation Board more time to review for any potential concerns.

Staff recommends that the Historic Preservation Board review the Standards for Rehabilitation and Guidelines that are attached as Exhibit A to this Memorandum. The complete set of Guidelines can be found at <http://bit.ly/soiguideelines>. It is recommended to also review these prior to the meeting.

EXHIBIT A
STANDARDS FOR REHABILITATION & GUIDELINES FOR REHABILITATING
HISTORIC BUILDINGS APPLICABLE TO THE PROPOSED PROJECT

STANDARDS FOR REHABILITATION		
	STANDARD	STAFF COMMENT
1.	A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.	The overall proposed work complies with this standard. The Board may need more information to make a determination on whether the patio addition with garage door is considered minimal change.
2.	The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize the property will be avoided.	The Board may need more information to make a determination on whether the patio addition with garage door will remove distinctive materials or cause significant alterations.
3.	Each property will 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 elements from other historic properties, will not be undertaken.	The Board may need more information to make a determination on whether the patio addition with garage door will create a false sense of historical development.
4.	Change to a property that have acquired historic significance in their own right will be retained and preserved.	N/A.
5.	Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.	More information on whether replacement of windows, doors, and the addition of the garage door will remove anything that may be worthy of being preserved may be needed.
6.	Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.	Generally, it appears the application is repairing materials when needed, and replacing when necessary. More information on this may be beneficial, however. Specifically, the background on the southern door to be replaced, and background on windows and frames being replaced. More information on replacement of missing cornices will assist with making a determination on this Standard.
7.	Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.	Confirmation that power washing is not being performed recommended.
8.	Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.	Unknown. Likely N/A.
9.	New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials,	The addition of the garage door is of most significance with respect to this Standard. More information on what will be affected on the property will be helpful in making a determination on this.

	features, size, scale and proportion, and massing to protect the integrity of the property and its environment.	With respect to the patio overall, staff recommends the Historic Preservation Board make a determination on if this Standard is met.
10.	New additions and adjacent or related new construction will 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.	More information required.

GUIDELINES FOR REHABILITATION FOR NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION	
RECOMMENDED	NOT RECOMMENDED
Adding a new building to a historic site or property only if requirements for a new or continuing use cannot be accommodated within the existing structure or structures.	Adding a new building or property when the project requirements could be accommodated within the existing structure or structures.
Locating new construction far enough away from the historic building, when possible, where it will be minimally visible and will not negatively affect the building's character, the site, or setting.	Placing new construction too close to the historic building so that it negatively impacts the building's character, the site, or setting.
Designing new construction on a historic site or in a historic setting that is compatible but differentiated from the historic building or buildings.	Replicating the features of the historic building when designing a new building, with the result that it may be confused as historic or original to the site or setting.
Considering the design for related new construction in terms of its relationship to the historic building as well as the historic district and setting.	
Ensuring the new construction is secondary to the historic building and does not detract from its significance.	Adding new construction that results in the diminution or loss of the historic character of the building, including its design, materials, location, or setting. Constructing a new building on a historic property or on an adjacent site that is much larger than the historic building. Designing new buildings or groups of buildings to meet a new use that are not compatible in scale or design with the character of the historic building and the site, such as apartments on a historic school property that are too residential in appearance.
Using site features or land formations, such as trees or sloping terrain, to help minimize the new construction and its impact on the historic building and property.	



Planning & Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694

Fax: 303.857.0351

www.fortlupton.org

Request for Report of Acceptability for a Historically Designated Property

The City of Fort Lupton is proud of its unique history and its historically designated properties. Therefore, the Municipal Code requires review by the Historic Preservation Board prior to any exterior alterations or demolitions to historically designated properties, and approval of a Report of Acceptability. To find out if your property is historically designated, visit bit.ly/FLDesignation or call 720.466.6128 for the register of designations within the City.

To obtain a Report of Acceptability, submit this fully completed form and any required attachments to the Planning Department at planningdept@fortlupton.org or delivering it to City Hall at 130 S. McKinley Avenue, Fort Lupton, Colorado 80621. More information on the process is included in the attached Instructions for Submitting a Request for Report of Acceptability.

A. CONTACT INFORMATION

- 1) Property Owner: Emrick Holdings (Melissa and Eric Rickman)
 Company: Wholly Stromboli
 Phone: 720 366 2778 Email: melissa@whollystromboli.com
 Address: 1066 Cottonwood Ave
 Preferred method of contact? Email: ☐ Phone: ☒ Mail: ☐

B. SITE DESCRIPTION

- 1) Site Address: 410 Denver Ave Fort Lupton, CO 80621
 2) Parcel Number: 147105214008
 3) Historic Building Name: St John Building

C. PROJECT DESCRIPTION

- 1) Please provide a short description of the proposed project in the space provided below:
Replacement of all windows. Repair, replace and paint the corbels, cornice, and top section.
Restoration and refinishing the brick and faux flagstone.
Addition of a covered patio.
Reestablish the South entrance as the main entrance to Wholly Stromboli replace metal siding.

- 2) Is a building permit required? (Contact the Building Department at 303.857.6694 with questions.)
 Yes ☒ No ☐
- 4) If the project does require a building permit, have you submitted a completed building permit application to the Building Department? This is required prior to submitting a Request for Report of Acceptability.
 Yes ☐ No ☒
- 5) Is the project requesting to demolish a historically designated structure?
 Yes ☐ No ☒

D. SUBMITTAL CHECKLIST

The following documents be submitted with a fully completed Request:

- ☐ If the work requires a building permit, or is a request to demolish a building, the building permit and/or demolition permit and all attachments to the permit(s) must be included;
- ☐ Sketches, plans and any other documents required by the Historic Preservation Board, including paint color samples, and photos of all sides of the building that changes are being made to; and
- ☐ A narrative that describes the project. It is recommended that the narrative address the following items that the Historic Preservation Board must consider when making its final determination on whether to approve the Request:
 1. whether the work will erode the authenticity or destroy any distinctive exterior feature of the building;
 2. whether the work is compatible with the distinctive characteristics of the historic site; and
 3. whether the work is in the spirit of the [Article XVII, Chapter 18 of the Fort Lupton Municipal Code](#).

E. PROPERTY OWNER CERTIFICATION(S)

I hereby certify that I am the legal owner of record of the property that is the subject of this application. I further certify that all information submitted with this application is true and accurate to the best of my knowledge.

Owner: Melissa L. Rickman Melissa L Rickman Date: 03/30/21

!



Eric Rickman

For Office Use Only

Received Date: _____

If the application is not complete, state reasons why it is incomplete:

The Site plan and building permits are contingent on Historical Preservation Board
Approval, so I don't have these at this time. I am working with the planning department to
obtain these.

Conceptual Review ☐

Final Review ☐

Conceptual Review Waived ☐

Scheduled Meeting Date: _____

Instructions for Submitting a Request for Report of Acceptability

DEFINITIONS

Words in the singular include the plural and words in the plural include the singular.

Application refers to the official submittal to the City of Fort Lupton's Planning Department for review of the proposed project identified in the Request for Report of Acceptability. The application includes the form, all materials submitted for review of the project, including those documents required under the Building Regulations of the Municipal Code, and any additional information provided.

Project refers to the exterior changes identified in the application and application materials.

Property refers to the land that is being proposed for exterior changes as described in the Request for Report of Acceptability and application materials.

Request means the Request for Report of Acceptability.

A. CONTACT INFORMATION

Provide contact information for all owners of any property that is the subject of the application. If the contact information for all property owners will not fit on the space provided, submit a separate sheet for the additional owners.

B. SITE DESCRIPTION

Provide all information requested. Parcel numbers and address information may be found at the Weld County Property Portal at <https://www.co.weld.co.us/maps1/propertyportal/>. Information on the historic name of the building can be found on the chart titled Fort Lupton Designation Register at bit.ly/FLDesignation.

C. PROJECT DESCRIPTION

Please provide a description of what proposed exterior changes that the project entails. If you need more space for the project description, please attach a separate sheet.

State if the proposed changes require a building permit or a demolition permit. If you are unsure, please contact the Building Department at 303.857.6694. If a permit is required, it must be submitted to the Building Department prior to submitting a Report of Acceptability.

D. SUBMITTAL CHECKLIST AND PROCESS

For an application to be considered complete, and for planning staff to schedule a meeting before the Historic Preservation Board, this Request must be fully completed and all required attachments included. You may submit the fully completed form and required attachments to the Planning Department at planningdept@fortlupton.org or delivering it to City Hall at 130 S. McKinley Avenue, Fort Lupton, Colorado 80621.

No permit will be released by the Building Inspector until a Report of Acceptability has been obtained for the following work:

- 1) Alteration or reconstruction of, or addition to, the exterior of any improvement which constitutes all or part of a historic site;
- 2) Demolition or relocation of any improvement or object which constitutes all or part of a historic site; or
- 3) Construction or erection of, or addition to, any improvement upon any land included on a historic site.

Planning staff will review the application for completeness and provide notice to the applicant whether the application has been deemed complete. Once the application is deemed complete, Planning staff will schedule the project for a meeting before the Historic Preservation Board. The applicant must attend the meeting to present their proposed project to the Historic Preservation Board.

E. PROPERTY OWNER CERTIFICATION(S)

Provide the signature of all owners of properties included in the application in this section.

For any other questions, please contact the Planning Department at 303.857.6694 or planningdept@fortlupton.org.

Dear Historical Preservation Board members,

Thank you for taking the time to review our vision for the future of the St. John Building along with our project outline. As some of you may recall, we've been working on comprehensive restoration plan for the St. John Building for awhile now but recent challenges have forced a temporary setback to our progress. But, we are excited to once again embark on this stage of Wholly Stromboli's growth and continue the improvements to our historical building.

You may not know this historical tidbit, but at one point in time, the St. John Building was the largest, most prominent building in downtown Fort Lupton. Even after the fire of 1912, Edgar St. John rebuilt the building to be the centerpiece of the 4th & Denver intersection - the heart of downtown.

Unfortunately, there have been many years of neglect, and frankly, a lack of respect for the building prior to our purchase of the building. There have been changes over the years to our building, and many of those changes have been a departure from the historical accuracy of the original building. Sadly, we've had no control over those changes, nor can we 'un-do' many of them.

While it is important for us to restore or enhance those elements of the original architecture that still remain, I think we can all agree, that there are many other aspects of the St John, that would benefit from improvement rather than continue to let them deteriorate just for the sake of 'not changing a historical building'.

Our vision is that we strike a balance between preserving the historical elements of the building that remain, but also to bring a fresh and vibrant look to the building thus increasing the curb appeal of Wholly Stromboli and the downtown area in general.

We believe that, in conjunction with the urban renewal movement for downtown Fort Lupton, the restoration and improvements to the St. John Building will once again make it the crown jewel of the downtown area. By now, you may know Eric and myself have great respect for the history of the St John Building and are ready to make improvements to the building unlike anything you've seen.

This project will take 12-18 months to complete and will culminate in a beautiful renovation of the inside as well as the exterior of the building. We will have to take this project on in stages, but are asking for approval of the overall project.

Our Vision includes the following:

- Replacement of all windows
- Restoration and refinishing the brick and faux flagstone.
- Addition of a covered patio.
- Reestablish the South entrance as the main entrance to Wholly Stromboli replace metal storefront door with an antique wood door
- Repair, replace and paint the corbels, cornice, and top section of brick

These improvements will be done with the utmost in care and respect for the St John building and in accordance with the planning departments guidelines.

Thank you very much for your time and consideration.

Warm regards,

Melissa and Eric Rickman

Window replacement

The windows at the St. John building present a number of issues, challenges, and opportunities for improvement. The windows are large, single pane, non tempered glass panels. Being single pane, they have no insulating properties, and thus are not energy efficient at all. This results in a tremendous amount of energy loss making heating and cooling difficult and expensive and allows frequent condensation/ice to form on the interior. Years of this condensation has caused damage to the window frames and has allowed moisture to seep into the building causing additional damage.

Additionally, the large, untempered single panes present a safety hazard to our guests.

After consulting with several contractors, their consensus is that replacement vs repair of the windows is the safest and in the best interest of the building.



Interior ice buildup due to frozen condensation



Condensation on window interiors

On the North side of the building, damage to the window frames and poor workmanship allow water to leak into these windows. The odd combination of windows, door, and plywood filler don't look like they belong nor are original. We want to replace all of the framework and create one clean door opening.



Window replacement

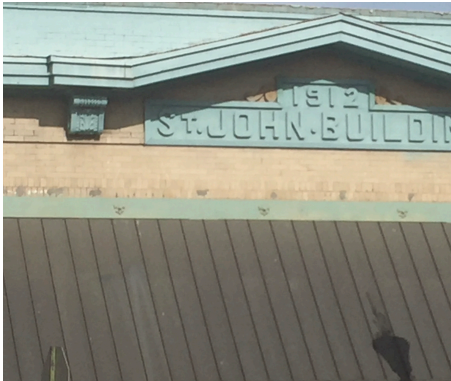
We propose replacing the single pane windows with the same type of windows that were installed in La Tiendita and Napa buildings. We will use a dark bronze storefront window system to match the awning and other hardware. And, to preserve some of the historic element of the St. John, we will attempt to preserve those antique mullions that are in good condition and adhere them to the outer frames of the new storefront windows to give an antique appearance similar to today's windows.



Brick and Flagstone Restoration

It's clear that the exterior bricks on the St. John are in poor shape and not visually appealing. There are holes and epoxy patches on the brick, discoloration from graffiti removal, over spray of paint from previous projects and damage from the degradation of the exterior brick surface. After consulting four masonry contractors, the consensus is that the bricks can be improved, both aesthetically and physically through a brick staining and restoration process.

Additionally, many of the original blonde bricks have been covered by man-made pink colored imitation flagstones. These are hardly historic and while we cannot 'un-do' this move made by previous owners of the St. John, we can at least change their color pattern to something more complimentary to the overall restoration project through that same brick stain process mentioned above.



The 'new' front entry
needing
Cornice & Corbel repair



Old epoxy, and discoloration of bricks



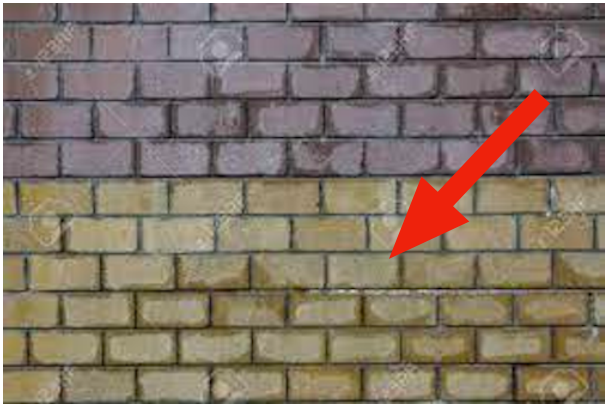
Ugly pink, fake flagstone & water damage



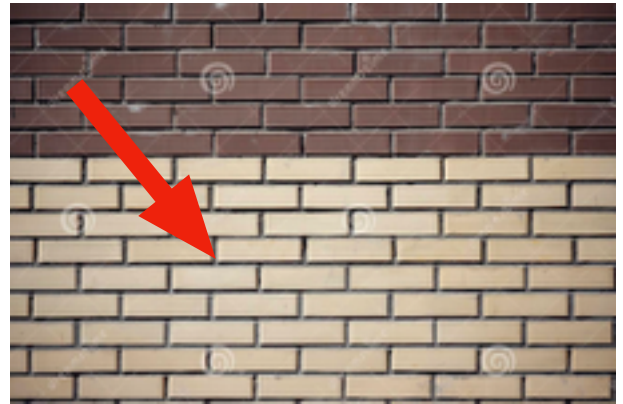
Cornice & Corbel repair and replacement

Brick and Flagstone Restoration

Below are some examples of brick and stone staining. This is not paint. The mortar lines can be preserved. Staining the brick also allows the brick to breath unlike paint. We propose a beige color which would be the closest to the color of the blonde brick. We would also like to stain the pink 'flagstone' facade a rusty-grey tone.



The blonde brick on the left represents the current condition of the St John Brick. The photo on the right represents the color selection we have made for the St John.



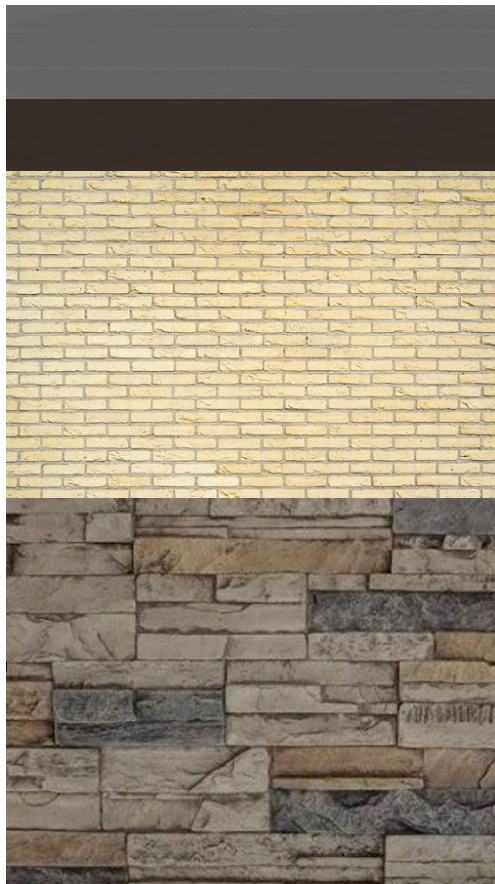
Proposed flagstone colors and pattern

Images courtesy of www.brickimaging.com
Please visit their website or facebook page for more before and after pictures

Corbels, Cornice & Color Scheme



WEST ELEVATION



Grey - Painted brick area above the cornice



Bronze- painted Corbels, cornice, standing
seem patio cover lighting fixtures and storefront
window frames



Stained blonde brick



Grey - stained Flag stone

Covered Patio - North Side

A covered patio on the north side of the building will add character to the bland, one dimensional northern exposure of the St. John. More importantly, it will provide protection from the elements, and provide much needed outdoor dining space which has and will continue to be so critical to a restaurant's survival.

The weather has caused major damage to this side of the building. Additionally, the pink flagstone is neither historically accurate nor attractive. We will replace the industrial metal garage door with a restaurant grade glass garage door. We will re open the window that used to be on that wall and replace it with a matching roll up garage door, thus creating a half in/half out counter height bar table. This will bring more natural light into the building and create an inviting environment for the downtown area.

Finally, as previously mentioned, we will remove the hodgepodge window/door/window/plywood mess in conjunction with the window replacement project



Covered Patio - North Side

This is the architect rendering of our proposed patio. Earth tones will create a neutral color pallet. The patio cover will be constructed of wood timbers and tube steel with flagstone pillars and a beautiful ornate fence panel design to pay homage to the Edwardian architecture of the St. John. The roof will be constructed of bronze 'standing seem' steel to match the awnings.

The patio's floor will be a stamped and stained concrete with a hardwood floor pattern. The patio will be lit with string lights inside the covered area and small barn lights on the perimeter which match the existing barn lights on the St John.



NORTH PATIO ELEVATION



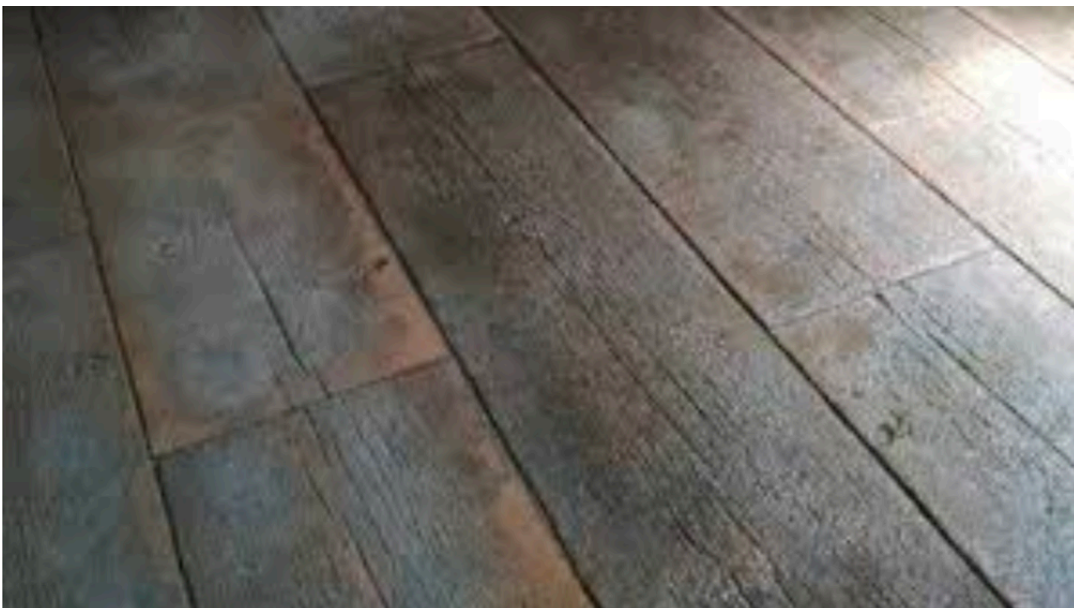
Roll Up Garage Door



Patio Railing Design



Patio - Stamped Concrete



Interior Patio Lighting



Exterior Patio lighting



Reestablish 4th St. Entrance

The entrance to Wholly Stromboli will move to the original - South entrance of the building. We will create a small patio in the area between our building and the city sidewalk. The St John sign will be painted bronze and the lettering just slightly darker in color so that it will stand out. The painted brick above the cornice will be painted grey. We will replace the store front door with a historic wooden front door as pictured below.



SOUTH NEW MAIN ENTRANCE ELEVATION



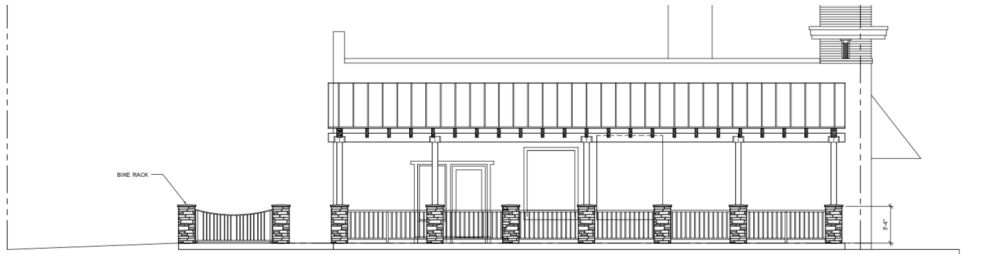
North & South Patio Design

InSyte
Architecture, LLC
1370 S. Bowen St.
Littleton, CO 80120
ph: 781.348.4444

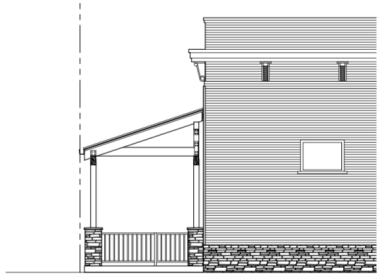
Wholly Stromboli - Patio Enclosure
410 Denver Ave.
Fort Lupton, CO
Construction Documents

Job No.: 1804-0001
Drawn: JMB
Reviewed: JMB
Issue Date: March 5, 2018
Revisions:

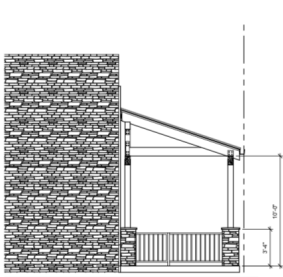
CONSTRUCTION
DOCUMENTS
A3.01
PATIO
ELEVATIONS



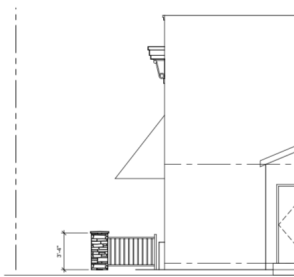
1 NORTH ELEVATION
SCALE: 1/4" = 1'-0"



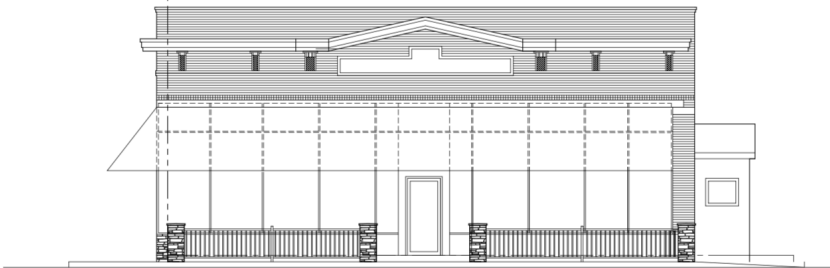
2 WEST ELEVATION
SCALE: 1/4" = 1'-0"



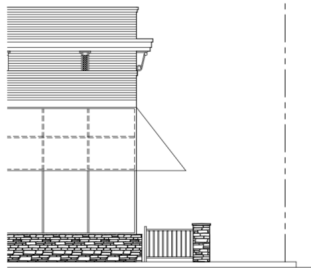
3 EAST ELEVATION
SCALE: 1/4" = 1'-0"



4 SOUTH PATIO EAST ELEVATION
SCALE: 1/4" = 1'-0"



5 SOUTH PATIO SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



6 SOUTH PATIO WEST ELEVATION
SCALE: 1/4" = 1'-0"

COLORADO CULTURAL RESOURCE SURVEY

Architectural Inventory Form

Page 1 of 6

Date _____ Initials _____
____ Determined Eligible-National Register
____ Determined Not Eligible - National Register
____ Determined Eligible - State Register
____ Determined Not Eligible - State Register
____ Need Data
____ Contributing to eligible National Register District
____ Noncontributing to eligible National Register District



I. IDENTIFICATION

1. Resource number:
2. Temporary resource number:

Parcel number(s):

3. County: **Weld**
4. City: **Fort Lupton**
5. Historic building name: **St. John Building / St. John Mercantile / Fort Lupton Mercantile / Don Mason Hardware**
6. Current building name: **St. John Building**
7. Building address: **701 Fourth Street**
8. Owner name: **Edwin R. Lehrburger**
Owner organization: **A to Z Storage, LLC**
Owner address: **1635 Hudson Street
Denver, Colorado 80220**

22. Architectural style: **commercial style**

Other architectural styles:

Building type:

Fort Lupton

SWCA Environmental Consultants • 8461 Turnpike Drive • Suite 100
Westminster, Colorado 80031 • (303) 487-1183

Architectural Inventory Form

Page 2 of 6

II. GEOGRAPHIC INFORMATION

9. P.M.: **6th** Township: **1** Range: **66**
NW 1/4 of **NW 1/4** of **SW 1/4** of **NW 1/4** of Section **5**
10. UTM reference zone: **13**
 Easting: **516230** Northing: **4436782**
 USGS quad name: **Fort Lupton** Scale: **7.5**
 Year: **1988**
11. Lot(s): **7 & 8** Block: **11**
 Addition: **Fort Lupton Original Town** Year of addition: **1889**
12. Boundary description and justification:
This legally defined parcel encompasses but does not exceed the land historically associated with this property.
 Metes and bounds exist: ☐

III. ARCHITECTURAL DESCRIPTION

13. Building plan (footprint, shape): **Rectangular Plan**
14. Other building plan descriptions:
15. Dimensions in feet (length x width):
16. Number of stories: **1**
17. Primary external wall material(s): **brick** Other wall materials:
sandstone
18. Roof configuration: **shed roof**
 Other roof configurations:
19. Primary external roof material: **asphalt roof**
 Other roof materials:
20. Special features: **false front**
decorative cornice
stained glass
21. General architectural description:

This commercial structure at 705 Fourth Street is situated on the northeast corner of Denver Avenue and Fourth Street. The building is set back 8 feet from Denver Avenue and 14 feet from Fourth Street. Macadam parking lots flank the north and east sides of the building, and concrete sidewalks delimit the south and west sides. Oriented to the south, the structure rests on a red-brick foundation. The walls consist of tan bricks; those on the front (south) and west elevations feature a veneer of tan, pressed brick. Dominating the front (south) elevation is a row of large, plate-glass windows. Each is set in a metal frame featuring a Greek key (or Greek fret). A random-coursed, sandstone veneer stretches between the foundation and the bottom of the windows. The former transom lights above the windows have been enclosed with salmon-painted plywood sheets. A recessed doorway pierces the center of the symmetrical front (south) elevation. It hosts an aluminum-frame, plate-glass door, approached by red tiles. The former transom above the doorway has been enclosed with plywood and features a metal louvered vent. The band of plate glass windows wraps around the southern 17 feet of the asymmetrical west elevation. This elevation also features a doorway identical to the entrance on the front (south) elevation. Engraved in the sidewalk in front of west entrance are the words "DON MASON HARDWARE." Resting on pink sandstone lintels, a steel beam supports the wall and roof above each of the entrances. A blue-green panel covers each beam, attached to it by bolts featuring fleur-de-lis anchors. An unusually heavy, blue-green, protruding cornice emerges beneath the parapet on the front (south) and west elevations. Supporting the cornice are scroll-volute brackets with acanthus leaves across their fronts. Above the doorways, the cornice forms a shallow pediment. Below the pediment on the front (south) elevation are gold letters on a blue-green

Fort Lupton

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Westminster, Colorado 80031 * (303) 487-1183

Architectural Inventory Form

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background, spelling "1912 / ST. JOHN BUILDING." A one-light, fix-frame, stained-glass window opens high on the north end of the west elevation. It is surrounded on the right, left, and bottom by tan- and green-blue-painted plywood panels. The rear (north) elevation features two doorways. One doorway, located on the east end of the elevation, contains an aluminum-frame, plate-glass door. Just east of it is a one-over-one-light, single-hung sash window, with aluminum frames. Above the doorway is a one-light, fixed-frame transom, set within a blue-green-painted wood surround. Another doorway appears near the center of the elevation. It features a tan-painted particle board, sliding door. It provides direct access to a freight elevator. Between the doorways is a one-light, fixed-frame window, with blue-green-painted wood surrounds. Two window openings, high on the elevation, have been boarded shut with tan-painted plywood. A brick chimney emerges above this elevation, on the west side. The east elevation features one-over-one-light, single-hung sash windows, with brown aluminum-frames, and heavy, blue-green-painted wood surrounds. Opening near the center of the elevations is an aluminum-frame, plate-glass window, with a thick, blue-green-painted surround. Eight placards across the elevation read "ST JOHN / PARKING / ONLY." Poured asphalt covers the shed roof, which is surrounded by a flat parapet on front (south) and west elevations, a stepped parapet on the east elevation, a no parapet on the rear (north).

22. Architectural style: (see front page)

23. Landscape or special setting features:

The building is set in a downtown commercial district of closely-spaced, false-front structures of masonry construction. Surrounding the structure are concrete sidewalks, macadam-paved streets, and parking areas.

24. Associated buildings, features or objects:

IV. ARCHITECTURAL HISTORY

25. Date of Construction: Estimate: Actual: 1913
Source of Information: "Edgar S. St. John." In Wilbur Fiske Stone, History of Colorado. Chicago: S.J. Clarke, 1918-19.

26. Architect: unknown
Source of information:

27. Builder: unknown
Source of information:

28. Original Owner: Edgar S. St. John
Source of information: "Edgar S. St. John." In Wilbur Fiske Stone, History of Colorado. Chicago: S.J. Clarke, 1918-19.

29. Construction history:
This structure was constructed in 1913 after a fire destroyed the original commercial building located on this corner. Modifications since that time have been minor and include the replacement of doors and windows on secondary elevations. A stone veneer was added below the windows on the south and west elevations. The owner is currently renovating the structure.

30. Location: original Date of move(s)

V. HISTORICAL ASSOCIATIONS

31. Original use(s): business
32. Intermediate use(s): business
33. Current use(s): professional
34. Site type(s): business, general store
35. Historical background:

The St. John Building and its predecessor have been the anchors of Fort Lupton's commercial district since 1882, the same year William G. Winbourn, father of modern Fort Lupton, dedicated his new town. Area pioneers George and John Twombly recognized shortly after the town was platted that one particular corner marked the point at which traffic turned off Denver Avenue, the main north-south thoroughfare, onto Fourth Street, the principal east-west thoroughfare, en route to the Union Pacific Railroad depot. They purchased two lots on the northeast corner of Denver and Fourth and, in 1882, completed a two-

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story commercial structure for their mercantile. To dedicate the building, the Twomblys delayed moving stock onto the sales floor until after they had hosted a public dinner and dance. In June 1895, Edgar S. St. John purchased a 50 percent share in the Twombly Mercantile. He owned all of it by 1901.

Edgar S. St. John was born in Augusta, Illinois, on December 31, 1861, to Edgar A. and Julia (Sadd) St. John. The elder St. John, Edgar A., died before his son's birth, and, in 1865, Julia married Rufus C. Reynolds. The family moved to Colorado in 1870, settling on a farm just south of Fort Lupton's original town site, in what is now the Reynolds Subdivisions. St. John worked as a telegrapher for the Union Pacific Railroad at Brighton and, in 1884, became the station agent in Fort Lupton. A year later, St. John married Susie Wright, who died in 1886. He married Harriett J. Reynolds, daughter of Reuben J. and Emily Reynolds, in September 1887. In 1891, St. John resigned as station agent to work for George Twombly at the mercantile. St. John renamed the business the St. John Mercantile Company when he purchased Twombly's share in 1901.

Disaster struck on March 17, 1912, when an early-morning fire destroyed the St. Mercantile and several other businesses. St. John lost over \$16,000 in inventory, but only had insurance for \$9,000. Yet, less than day later, the business owner had already begun construction of a temporary store until he could rebuild on the corner of Denver and Fourth.

St. John completed the current structure in 1913. Instead of two stories, it was constructed with a lofty first floor and generous, full basement. But even without its second story, the commercial building imposed a commanding presence. The heavy, elaborately decorated cornice, almost out of proportion with the rest of the structure, suggested a connection to the posh Beaux Arts homes, hotel, railroad terminals, and commercial structures popular at the time.

In the same year as the fire, St. John's son, Edgar R., became a partner in the business. The elder St. John left the company before 1921, when he moved to California. He returned to Fort Lupton in 1928 and died on February 7, 1938. During his time in Fort Lupton, Edgar S. St. John served a term as mayor and as a town trustee. He was president of the school board and of the Platte Valley Municipal Irrigation District. He was an active member of the Methodist Episcopal Church in Fort Lupton.

By the 1930s, the building and store belonged to Mr. and Mrs. Montgomery, who operated it as the Fort Lupton Mercantile. In the 1940s, Don Mason purchased the building for his business, the Don Mason Hardware Store, which remained here until the 1960s, at which time the Honstein family purchased the building.

A to Z Storage purchased the St. John Building in 2001 and is currently restoring the structure. As of 2003, the St. John Building hosted the Eyecare Center, Fort Lupton Press, Farmers Insurance, and Edward Jones Investments.

36. Sources of information:

"Edgar S. St. John." In Wilbur Fiske Stone, *History of Colorado*. Chicago: S.J. Clarke, 1918-19.

"Edgar S. St. John." In Wilbur Fiske Stone, *History of Colorado*. Chicago: S.J. Clarke, 1918-19.

Weld County Assessor Property Profile. Weld County Office of Tax Assessor, Greeley.

Prieto, Bianca. "Saint John building burning with history." *Fort Lupton Press*, 28 July 2001, p. 1.

Thomas, Adam. *Crossroads in Eden: The Development of Fort Lupton [historic context]*. Westminster, Colo.: SWCA Environmental Consultants, 2003.

"Disasterous Fire Takes \$50,000." *Fort Lupton Press*, 22 March 1912, p. 1.

"E.S. St. John, Colorado Pioneer, Passes Away, Monday, February 7" [obituary]. In the collection of David Norcross.

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VI. SIGNIFICANCE

37. Local landmark designation: Yes ☐ No ☒

Designation authority:

Date of designation:

38. Applicable National Register criteria:

- ☒ Associated with events that have made a significant contribution to the broad pattern of our history.
- ☐ Associated with the lives of persons significant in our past.
- ☒ Embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or that possess high artistic values, or represents a significant and distinguished entity whose components may lack individual distinction.
- ☐ Has yielded, or may be likely to yield, information important in history or prehistory.
- ☐ Qualifies under Criteria Considerations A through (see manual).
- ☐ Does not meet any of the above National Register criteria.

Fort Lupton Standards for Designation:

A. Historical Importance (1)

- ☒ Has character, interest, or value, as part of the development, heritage, or cultural characteristics of the city, state, or nation;

A. Historical Importance (2)

- ☐ Is the site of an historic event with an effect upon society;

A. Historical Importance (3)

- ☐ Is identified with a person or group of persons who had some influence on society;

A. Historical Importance (4)

- ☒ Exemplifies the cultural, political, economic, social or historic heritage of the community.

B. Architectural Importance (1)

- ☐ Portrays the environment of a group of people in an era of history characterized by a distinctive architectural style;

B. Architectural Importance (2)

- ☒ Embodies those distinguishing characteristics of an architectural type or specimen;

B. Architectural Importance (3)

- ☐ Is the work of an architect or master builder whose individual work has influenced the development of the city; or

B. Architectural Importance (4)

- ☐ Contains the elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.

C. Geographic Importance (1)

- ☐ Because of being part of or related to a square, park, or other distinctive area, should be developed or preserved according to a plan based on an historic, cultural, or architectural motif.

C. Geographic Importance (2)

- ☒ Due to its unique location or singular physical characteristics, represents an established and familiar visual feature of a neighborhood, community, or the city.

39. Area(s) of Significance: **architecture**
commerce
community planning and development

40. Period of Significance: **1913-1953**41. Level of significance: National: ☐ State ☐ Local ☒

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42. Statement of significance:

This property is significant under Criterion A for its association with the development of Fort Lupton's commercial district. Since the platting of Fort Lupton in 1882, this corner has been the anchor of the downtown commercial district. It hosted the town's first retail outlet. After a fire destroyed that building, Edgar St. John complete this elegant edifice to crown Fort Lupton's business district and represent its maturation from frontier town to commercial center. This property is also significant under Criterion C because it is an intact, early-twentieth-century commercial structure exhibiting overstated Beaux Arts architectural details then popular for major public buildings such as railroad stations and libraries. It is the preeminent commercial structure in downtown Fort Lupton.

43. Assessment of historic physical integrity related to significance:

This structure displays a high degree of physical integrity, relative to the seven aspects of integrity defined by the National Park Service and the Colorado Historical Society: location, setting, design, materials, workmanship, feeling, and association. It has undergone few changes since its construction in 1917, and those changes that have been made are largely reversible. The building retains sufficient integrity to convey its historical and architectural significance.

VII. NATIONAL REGISTER ELIGIBILITY ASSESSMENT

44. National Register eligibility field assessment:

Eligible

Fort Lupton Local Landmark eligibility field assessment:

Individually eligible for local landmark designation

45. Is there National Register district potential? Yes ☐ No ☒

Discuss: This property was surveyed as part of a project involving parcels scattered throughout the city. Not enough data has been compiled in this particular neighborhood to determine district potential.

If there is National Register district potential, is this building contributing: Yes ☐ No ☐ N/A ☒

46. If the building is in existing National Register district, is it contributing: Yes ☐ No ☐ N/A ☒

VIII. RECORDING INFORMATION

47. Photograph numbers):

FTL-1:

Negatives filed at:

Fort Lupton Historic Preservation Board
130 South McKinley Avenue
Fort Lupton, Colorado 80621

48. Report title:

Fort Lupton

49. Date(s):

03/26/03

50. Recorder(s):

Adam Thomas

51. Organization:

SWCA Environmental Consultants

52. Address:

8461 Turnpike Drive
Suite 100
Westminster, Colorado 80031

53. Phone number(s):

(303) 487-1183

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STANDARDS FOR REHABILITATION & GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

Rehabilitation

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.



Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will 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 elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will 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.

GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

INTRODUCTION

In **Rehabilitation**, historic building materials and character-defining features are protected and maintained as they are in the treatment Preservation. However, greater latitude is given in the **Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings** to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four treatments, only **Rehabilitation** allows alterations and the construction of a new addition, if necessary for a continuing or new use for the historic building.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment **Rehabilitation** begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on *identifying, retaining, and preserving* character-defining features is always given first.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of **Rehabilitation** work, then *protecting and maintaining* them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and

during rehabilitation work. A historic building undergoing rehabilitation will often require more extensive work. Thus, an overall evaluation of its physical condition should always begin at this level.

Repair Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, *repairing* is recommended. **Rehabilitation** guidance for the repair of historic materials, such as masonry, again begins with the least degree of intervention possible. In rehabilitation, repairing also includes the limited replacement in kind or with a compatible substitute material of extensively deteriorated or missing components of features when there are surviving prototypes features that can be substantiated by documentary and physical evidence. Although using the same kind of material is always the preferred option, a substitute material may be an acceptable alternative if the form, design, and scale, as well as the substitute material itself, can effectively replicate the appearance of the remaining features.

Replace Deteriorated Historic Materials and Features

Following repair in the hierarchy, **Rehabilitation** guidance is provided for *replacing* an entire character-defining feature with new material because the level of deterioration or damage of materials precludes repair. If the missing feature is character defining or if it is critical to the survival of the building (e.g., a roof), it should be replaced to match the historic feature based on physical or his-

toric documentation of its form and detailing. As with repair, the preferred option is always replacement of the entire feature in kind (i.e., with the same material, such as wood for wood). However, when this is not feasible, a compatible substitute material that can reproduce the overall appearance of the historic material may be considered.

It should be noted that, while the National Park Service guidelines recommend the replacement of an entire character-defining feature that is extensively deteriorated, the guidelines never recommend removal and replacement with new material of a feature that could reasonably be repaired and, thus, preserved.

Design for the Replacement of Missing Historic Features

When an entire interior or exterior feature is missing, such as a porch, it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historic appearance. If the feature is not critical to the survival of the building, allowing the building to remain without the feature is one option. But if the missing feature is important to the historic character of the building, its replacement is always recommended in the **Rehabilitation** guidelines as the first, or preferred, course of action. If adequate documentary and physical evidence exists, the feature may be accurately reproduced. A second option in a rehabilitation treatment for replacing a missing feature, particularly when the available information about the feature is inadequate to permit an accurate reconstruction, is to *design* a new feature that is compatible with the overall historic character of the building. The new design should always take into account the size, scale, and material of the building itself and should be clearly differentiated from the authentic historic features. For properties that have changed over time, and where those changes have acquired

significance, reestablishing missing historic features generally should not be undertaken if the missing features did not coexist with the features currently on the building. Juxtaposing historic features that did not exist concurrently will result in a false sense of the building's history.

Alterations

Some exterior and interior alterations to a historic building are generally needed as part of a **Rehabilitation** project to ensure its continued use, but it is most important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include changes to the site or setting, such as the selective removal of buildings or other features of the building site or setting that are intrusive, not character defining, or outside the building's period of significance.

Code-Required Work: Accessibility and Life Safety

Sensitive solutions to meeting code requirements in a **Rehabilitation** project are an important part of protecting the historic character of the building. Work that must be done to meet accessibility and life-safety requirements must also be assessed for its potential impact on the historic building, its site, and setting.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a **Rehabilitation** project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when considering new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Sustainability

Sustainability should be addressed as part of a **Rehabilitation** project. Good preservation practice is often synonymous with sustainability. Existing energy-efficient features should be retained and repaired. Only sustainability treatments should be considered that will have the least impact on the historic character of the building.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*.

New Exterior Additions and Related New Construction

Rehabilitation is the only treatment that allows expanding a historic building by enlarging it with an addition. However, the **Rehabilitation** guidelines emphasize that new additions should be considered only after it is determined that meeting specific new needs cannot be achieved by altering non-character-defining interior spaces. If the use cannot be accommodated in this way, then an attached exterior addition may be considered. New additions should be designed and constructed so that the character-defining features of the historic building, its site, and setting are not negatively impacted. Generally, a new addition should be subordinate to the historic building. A new addition should be compatible, but differentiated enough so that it is not confused as historic or original to the building. The same guidance applies to new construction so that it does not negatively impact the historic character of the building or its site.

Rehabilitation as a Treatment. *When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.*

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

Identifying, retaining and preserving masonry features that are important in defining the overall historic character of the building (such as walls, brackets, railings, cornices, window and door surrounds, steps, and columns) and decorative ornament and other details, such as tooling and bonding patterns, coatings, and color.

Protecting and maintaining masonry by ensuring that historic drainage features and systems that divert rainwater from masonry surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.

Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.

Carrying out masonry cleaning tests when it has been determined that cleaning is appropriate. Test areas should be examined to ensure that no damage has resulted and, ideally, monitored over a sufficient period of time to allow long-range effects to be predicted.

NOT RECOMMENDED

Removing or substantially changing masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing or rebuilding a major portion of exterior masonry walls that could be repaired, thereby destroying the historic integrity of the building.

Applying paint or other coatings (such as stucco) to masonry that has been historically unpainted or uncoated to create a new appearance.

Removing paint from historically-painted masonry.

Failing to identify and treat the causes of masonry deterioration, such as leaking roofs and gutters or rising damp.

Cleaning masonry surfaces when they are not heavily soiled to create a “like-new” appearance, thereby needlessly introducing chemicals or moisture into historic materials.

Cleaning masonry surfaces without testing or without sufficient time for the testing results to be evaluated.



[1] An alkaline-based product is appropriate to use to clean historic marble because it will not damage the marble, which is acid sensitive.



[2] Mid-century modern building technology made possible the form of this parabola-shaped structure and its thin concrete shell construction. Built in 1961 as the lobby of the La Concha Motel in Las Vegas, it was designed by Paul Revere Williams, one of the first prominent African-American architects. It was moved to a new location and rehabilitated to serve as the Neon Museum, and is often cited as an example of Google architecture. *Credit: Photographed with permission at The Neon Museum, Las Vegas, Nevada.*

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

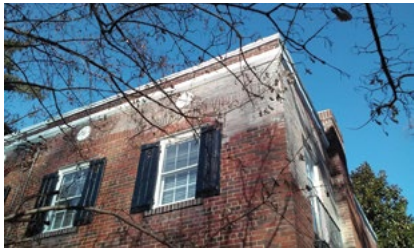
Cleaning soiled masonry surfaces with the gentlest method possible, such as using low-pressure water and detergent and natural bristle or other soft-bristle brushes.

NOT RECOMMENDED

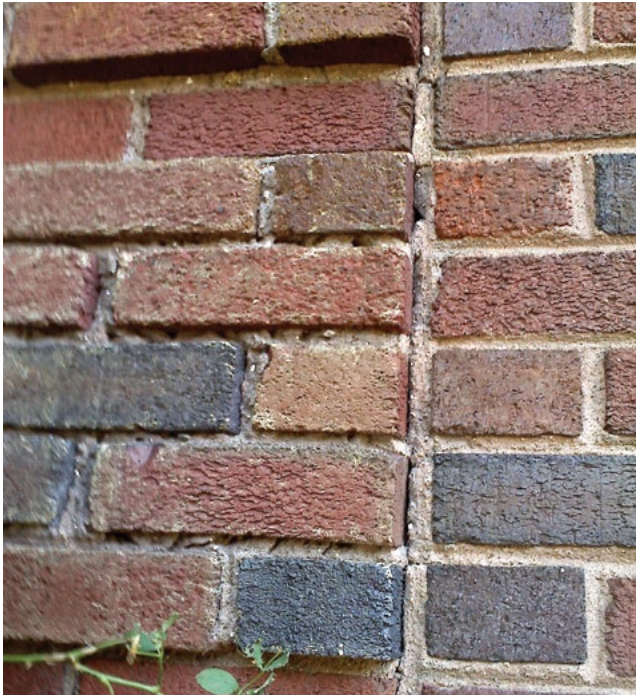
Cleaning or removing paint from masonry surfaces using most abrasive methods (including sandblasting, other media blasting, or high-pressure water) which can damage the surface of the masonry and mortar joints.

Using a cleaning or paint-removal method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures.

Cleaning with chemical products that will damage some types of masonry (such as using acid on limestone or marble), or failing to neutralize or rinse off chemical cleaners from masonry surfaces.



[3] **Not Recommended:**
The white film on the upper corner of this historic brick row house is the result of using a scrub or slurry coating, rather than traditional repointing by hand, which is the recommended method.



[4] **Not Recommended:**
The quoins on the left side of the photo show that high-pressure abrasive blasting used to remove paint can damage even early 20th-century, hard-baked, textured brick and erode the mortar, whereas the same brick on the right, which was not abrasively cleaned, is undamaged.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Using biodegradable or environmentally-safe cleaning or paint-removal products.	
Using paint-removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint.	
Using coatings that encapsulate lead paint, when possible, where the paint is not required to be removed to meet environmental regulations.	
Allowing only trained conservators to use abrasive or laser-cleaning methods, when necessary, to clean hard-to-reach, highly-carved, or detailed decorative stone features.	
Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., hand scraping) prior to repainting.	Removing paint that is firmly adhered to masonry surfaces, unless the building was unpainted historically and the paint can be removed without damaging the surface.
Applying compatible paint coating systems to historically-painted masonry following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting masonry features.
Repainting historically-painted masonry features with colors that are appropriate to the historic character of the building and district.	Using paint colors on historically-painted masonry features that are not appropriate to the historic character of the building and district.
Protecting adjacent materials when cleaning or removing paint from masonry features.	Failing to protect adjacent materials when cleaning or removing paint from masonry features.
Evaluating the overall condition of the masonry to determine whether more than protection and maintenance, such as repairs to masonry features, will be necessary.	Failing to undertake adequate measures to ensure the protection of masonry features.
Repairing masonry by patching, splicing, consolidating, or otherwise reinforcing the masonry using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes, such as terra-cotta brackets or stone balusters.	Removing masonry that could be stabilized, repaired, and conserved, or using untested consolidants and unskilled personnel, potentially causing further damage to historic materials. Replacing an entire masonry feature, such as a cornice or balustrade, when repair of the masonry and limited replacement of deteriorated or missing components are feasible.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration, such as disintegrating mortar, cracks in mortar joints, loose bricks, or damaged plaster on the interior.	Removing non-deteriorated mortar from sound joints and then repointing the entire building to achieve a more uniform appearance.
Removing deteriorated lime mortar carefully by hand raking the joints to avoid damaging the masonry.	
Using power tools only on horizontal joints on brick masonry in conjunction with hand chiseling to remove hard mortar that is deteriorated or that is a non-historic material which is causing damage to the masonry units. Mechanical tools should be used only by skilled masons in limited circumstances and generally not on short, vertical joints in brick masonry.	Allowing unskilled workers to use masonry saws or mechanical tools to remove deteriorated mortar from joints prior to repointing.
Duplicating historic mortar joints in strength, composition, color, and texture when repointing is necessary. In some cases, a lime-based mortar may also be considered when repointing Portland cement mortar because it is more flexible.	Repointing masonry units with mortar of high Portland cement content (unless it is the content of the historic mortar). Using “surface grouting” or a “scrub” coating technique, such as a “sack rub” or “mortar washing,” to repoint exterior masonry units instead of traditional repointing methods. Repointing masonry units (other than concrete) with a synthetic caulking compound instead of mortar.
Duplicating historic mortar joints in width and joint profile when repointing is necessary.	Changing the width or joint profile when repointing.
Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.	Removing sound stucco or repairing with new stucco that is different in composition from the historic stucco. Patching stucco or concrete without removing the source of deterioration. Replacing deteriorated stucco with synthetic stucco, an exterior finish and insulation system (EFIS), or other non-traditional materials.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

NOT RECOMMENDED

Using mud plaster or a compatible lime-plaster adobe render, when appropriate, to repair adobe.	Applying cement stucco, unless it already exists, to adobe.
Sealing joints in concrete with appropriate flexible sealants and backer rods, when necessary.	
Cutting damaged concrete back to remove the source of deterioration, such as corrosion on metal reinforcement bars. The new patch must be applied carefully so that it will bond satisfactorily with and match the historic concrete.	Patching damaged concrete without removing the source of deterioration.



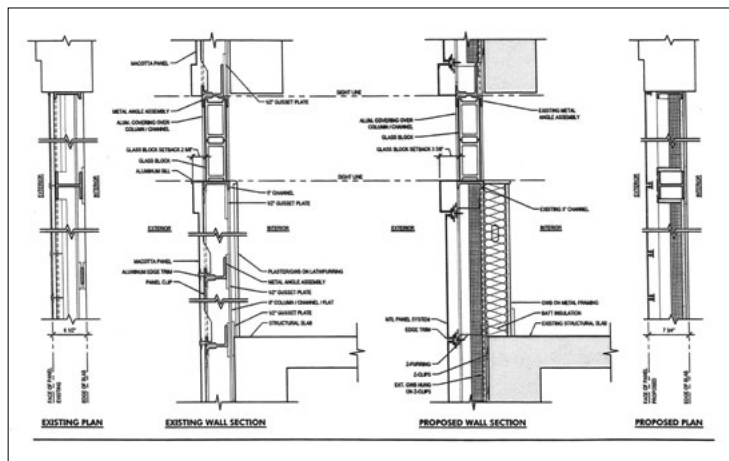
[5] Rebars in the reinforced concrete ceiling have rusted, causing the concrete to spall. The rebars must be cleaned of rust before the concrete can be patched.

[6] Some areas of the concrete brise soleil screen on this building constructed in 1967 are badly deteriorated. If the screen cannot be repaired, it may be replaced in kind or with a composite substitute material with the same appearance as the concrete.





[7] (a) J.W. Knapp's Department Store, built 1937-38, in Lansing, MI, was constructed with a proprietary material named "Maul Macotta" made of enameled steel and cast-in-place concrete panels. Prior to its rehabilitation, a building inspection revealed that, due to a flaw in the original design and construction, the material was deteriorated beyond repair. The architects for the rehabilitation project devised a replacement system (b) consisting of enameled aluminum panels that matched the original colors (c). Photos and drawing (a-b): Quinn Evans Architects; Photo (c): James Haefner Photography.



MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Using a non-corrosive, stainless-steel anchoring system when replacing damaged stone, concrete, or terra-cotta units that have failed.	
Applying non-historic surface treatments, such as water-repellent coatings, to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.	Applying waterproof, water-repellent, or non-original historic coatings (such as stucco) to masonry as a substitute for repointing and masonry repairs.
Applying permeable, anti-graffiti coatings to masonry when appropriate.	Applying water-repellent or anti-graffiti coatings that change the historic appearance of the masonry or that may trap moisture if the coating is not sufficiently permeable.
Replacing in kind an entire masonry feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples can include large sections of a wall, a cornice, pier, or parapet. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a masonry feature that is unrepairable and not replacing it, or replacing it with a new feature that does not match. Using substitute material for the replacement that does not convey the same appearance of the surviving components of the masonry feature.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a replacement masonry feature, such as a step or door pediment, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing masonry feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Introducing a new masonry feature that is incompatible in size, scale, material, or color.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining and preserving wood features that are important in defining the overall historic character of the building (such as siding, cornices, brackets, window and door surrounds, and steps) and their paints, finishes, and colors.	Removing or substantially changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the historic wood from a façade instead of repairing or replacing only the deteriorated wood, then reconstructing the façade with new material to achieve a uniform or “improved” appearance. Changing the type of finish, coating, or historic color of wood features, thereby diminishing the historic character of the exterior. Failing to renew failing paint or other coatings that are historic finishes. Stripping historically-painted surfaces to bare wood and applying a clear finish rather than repainting. Stripping paint or other coatings to reveal bare wood, thereby exposing historically-coated surfaces to the effects of accelerated weathering. Removing wood siding (clapboards) or other covering (such as stucco) from log structures that were covered historically, which changes their historic character and exposes the logs to accelerated deterioration.
Protecting and maintaining wood features by ensuring that historic drainage features that divert rainwater from wood surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.	Failing to identify and treat the causes of wood deterioration, such as faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungal infestation.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED

NOT RECOMMENDED

Applying chemical preservatives or paint to wood features that are subject to weathering, such as exposed beam ends, outriggers, or rafter tails.	Using chemical preservatives (such as creosote) which, unless they were used historically, can change the appearance of wood features.
Implementing an integrated pest management plan to identify appropriate preventive measures to guard against insect damage, such as installing termite guards, fumigating, and treating with chemicals.	
Retaining coatings (such as paint) that protect the wood from moisture and ultraviolet light. Paint removal should be considered only when there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate coatings.	Stripping paint or other coatings from wood features without recoating.

[8] Rotted clapboards have been replaced selectively with new wood siding to match the originals.



WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (e.g., hand scraping and hand sanding) prior to repainting.	Using potentially-damaging paint-removal methods on wood surfaces, such as open-flame torches, orbital sanders, abrasive methods (including sandblasting, other media blasting, or high-pressure water), or caustic paint-removers. Removing paint that is firmly adhered to wood surfaces.
Using chemical strippers primarily to supplement other methods such as hand scraping, hand sanding, and thermal devices.	Failing to neutralize the wood thoroughly after using chemical paint removers so that new paint may not adhere. Removing paint from detachable wood features by soaking them in a caustic solution, which may roughen the surface, split the wood, or result in staining from residual acids leaching out of the wood.
Using biodegradable or environmentally-safe cleaning or paint-removal products.	
Using paint-removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint.	
Using thermal devices (such as infrared heaters) carefully to remove paint when it is so deteriorated that total removal is necessary prior to repainting.	Using a thermal device to remove paint from wood features without first checking for and removing any flammable debris behind them. Using thermal devices without limiting the amount of time the wood feature is exposed to heat.
Using coatings that encapsulate lead paint, when possible, where the paint is not required to be removed to meet environmental regulations.	
Applying compatible paint coating systems to historically-painted wood following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting wood features.
Repainting historically-painted wood features with colors that are appropriate to the building and district.	Using paint colors on historically-painted wood features that are not appropriate to the building or district.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED

NOT RECOMMENDED

Protecting adjacent materials when working on other wood features.	Failing to protect adjacent materials when working on wood features.
Evaluating the overall condition of the wood to determine whether more than protection and maintenance, such as repairs to wood features, will be necessary.	Failing to undertake adequate measures to ensure the protection of wood features.



[9] Smooth-surfaced cementitious siding (left) may be used to replace deteriorated wood siding only on secondary elevations that have minimal visibility.

[10] Not Recommended:

Cementitious siding with a raised wood-grain texture is not an appropriate material to replace historic wood siding, which has a smooth surface when painted.



WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Repairing wood by patching, splicing, consolidating, or otherwise reinforcing the wood using recognized conservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of wood features when there are surviving prototypes, such as brackets, molding, or sections of siding.	Removing wood that could be stabilized, repaired, and conserved, or using untested consolidants and unskilled personnel, potentially causing further damage to historic materials. Replacing an entire wood feature, such as a cornice or balustrade, when repair of the wood and limited replacement of deteriorated or missing components is feasible.
Replacing in kind an entire wood feature that is too deteriorated to repair (if the overall form and detailing are still evident) using physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such wood features include a cornice, entablature, or a balustrade. If using wood is not feasible, then a compatible substitute material may be considered.	Removing a wood feature that is unrepairable and not replacing it, or replacing it with a new feature that does not match. Using substitute material for the replacement that does not convey the same appearance of the surviving components of the wood feature.
Replacing a deteriorated wood feature or wood siding on a <i>primary</i> or other <i>highly-visible</i> elevation with a new matching wood feature.	Replacing a deteriorated wood feature or wood siding on a <i>primary</i> or other <i>highly-visible elevation</i> with a composite substitute material.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a replacement masonry feature, such as a step or door pediment, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing masonry feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Introducing a new wood feature that is incompatible in size, scale, material, or color.

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving metal features that are important in defining the overall historic character of the building (such as columns, capitals, pilasters, spandrel panels, or stairways) and their paints, finishes, and colors. The type of metal should be identified prior to work because each metal has its own properties and may require a different treatment.	Removing or substantially changing metal features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the historic metal from a façade instead of repairing or replacing only the deteriorated metal, then reconstructing the façade with new material to achieve a uniform or “improved” appearance.
Protecting and maintaining metals from corrosion by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.	Failing to identify and treat the causes of corrosion, such as moisture from leaking roofs or gutters. Placing incompatible metals together without providing an appropriate separation material. Such incompatibility can result in galvanic corrosion of the less noble metal (e.g., copper will corrode cast iron, steel, tin, and aluminum).
Cleaning metals when necessary to remove corrosion prior to repainting or applying appropriate protective coatings.	Leaving metals that must be protected from corrosion uncoated after cleaning.

[11] The stainless steel doors at the entrance to this Art Deco apartment building are important in defining its historic character and should be retained in place.



METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED	NOT RECOMMENDED
Identifying the particular type of metal prior to any cleaning procedure and then testing to ensure that the gentlest cleaning method possible is selected; or, alternatively, determining that cleaning is inappropriate for the particular metal.	Using cleaning methods which alter or damage the color, texture, or finish of the metal, or cleaning when it is inappropriate for the particular metal. Removing the patina from historic metals. The patina may be a protective layer on some metals (such as bronze or copper) as well as a distinctive finish.
Using non-corrosive chemical methods to clean soft metals (such as lead, tinplate, terneplate, copper, and zinc) whose finishes can be easily damaged by abrasive methods.	Cleaning soft metals (such as lead, tinplate, terneplate, copper, and zinc) with abrasive methods (including sandblasting, other abrasive media, or high-pressure water) which will damage the surface of the metal.
Using the least abrasive cleaning method for hard metals (such as cast iron, wrought iron, and steel) to remove paint buildup and corrosion. If hand scraping and wire brushing have proven ineffective, low-pressure abrasive methods may be used as long as they do not abrade or damage the surface.	Using high-pressure abrasive techniques (including sandblasting, other media blasting, or high-pressure water) without first trying gentler cleaning methods prior to cleaning cast iron, wrought iron, or steel.
Applying appropriate paint or other coatings to historically-coated metals after cleaning to protect them from corrosion.	Applying paint or other coatings to metals (such as copper, bronze or stainless steel) if they were not coated historically, unless a coating is necessary for maintenance.
Repainting historically-painted metal features with colors that are appropriate to the building and district.	Using paint colors on historically-painted metal features that are not appropriate to the building or district.
Applying an appropriate protective coating (such as lacquer or wax) to a metal feature that was historically unpainted, such as a bronze door, which is subject to heavy use.	

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED

NOT RECOMMENDED

Protecting adjacent materials when cleaning or removing paint from metal features.	Failing to protect adjacent materials when working on metal features.
Evaluating the overall condition of metals to determine whether more than protection and maintenance, such as repairs to metal features, will be necessary.	Failing to undertake adequate measures to ensure the protection of metal features.



[12] This historic steel window has been cleaned, repaired, and primed in preparation for painting and reglazing.



[13] The gold-colored, anodized aluminum geodesic dome of the former Citizen's State Bank in Oklahoma City, OK, built in 1958 and designed by Robert Roloff, makes this a distinctive mid-20th century building.



[14] Interior cast-iron columns have been cleaned and repainted as part of the rehabilitation of this historic market building for continuing use.



[15] New enameled-metal panels were replicated to replace the original panels, which were too deteriorated to repair, when the storefront of this early 1950s building was recreated.

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED

NOT RECOMMENDED

Repairing metal by reinforcing the metal using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of features when there are surviving prototypes, such as column capitals or bases, store-fronts, railings and steps, or window hoods.	Removing metals that could be stabilized, repaired, and conserved, or using improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.
Replacing in kind an entire metal feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such a feature could include cast-iron porch steps or steel-sash windows. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Replacing an entire metal feature, such as a column or balustrade, when repair of the metal and limited replacement of deteriorated or missing components are feasible. Removing a metal feature that is unrepairable and not replacing it, or replacing it with a new metal feature that does not match. Using a substitute material for the replacement that does not convey the same appearance of the surviving components of the metal feature or that is physically or chemically incompatible.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a replacement metal feature, such as a metal cornice or cast-iron column, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing metal feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Introducing a new metal feature that is incompatible in size, scale, material, or color.

ROOFS

RECOMMENDED	NOT RECOMMENDED
<i>Identifying, retaining, and preserving</i> roofs and their functional and decorative features that are important in defining the overall historic character of the building. The form of the roof (gable, hipped, gambrel, flat, or mansard) is significant, as are its decorative and functional features (such as cupolas, cresting, parapets, monitors, chimneys, weather vanes, dormers, ridge tiles, and snow guards), roofing material (such as slate, wood, clay tile, metal, roll roofing, or asphalt shingles), and size, color, and patterning.	Removing or substantially changing roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the historic roof or roofing material that is repairable, then rebuilding it with new material to achieve a more uniform or “improved” appearance. Changing the configuration or shape of a roof by adding highly visible new features (such as dormer windows, vents, skylights, or a penthouse). Stripping the roof of sound historic material, such as slate, clay tile, wood, or metal.
<i>Protecting and maintaining</i> a roof by cleaning gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for indications of moisture due to leaks or condensation.	Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof features, sheathing, and the underlying roof structure.
Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.	Allowing flashing, caps, and exposed fasteners to corrode, which accelerates deterioration of the roof.
Protecting a leaking roof with a temporary waterproof membrane with a synthetic underlayment, roll roofing, plywood, or a tarpaulin until it can be repaired.	Leaving a leaking roof unprotected so that accelerated deterioration of historic building materials (such as masonry, wood, plaster, paint, and structural members) occurs.
Repainting a roofing material that requires a protective coating and was painted historically (such as a terneplate metal roof or gutters) as part of regularly-scheduled maintenance.	Failing to repaint a roofing material that requires a protective coating and was painted historically as part of regularly-scheduled maintenance.
Applying compatible paint coating systems to historically-painted roofing materials following proper surface preparation.	Applying paint or other coatings to roofing material if they were not coated historically.
Protecting a roof covering when working on other roof features.	Failing to protect roof coverings when working on other roof features.
Evaluating the overall condition of the roof and roof features to determine whether more than protection and maintenance, such as repairs to roof features, will be necessary.	Failing to undertake adequate measures to ensure the protection of roof features.

ROOFS

RECOMMENDED

Repairing a roof by ensuring that the existing historic or compatible non-historic roof covering is sound and waterproof. Repair may include the limited replacement in kind or with a compatible substitute material of missing materials (such as wood shingles, slates, or tiles) on a main roof, as well as those extensively deteriorated or missing components of features when there are surviving prototypes, such as ridge tiles, dormer roofing, or roof monitors.

Using corrosion-resistant roof fasteners (e.g., nails and clips) to repair a roof to help extend its longevity.

NOT RECOMMENDED

Replacing an entire roof feature when repair of the historic roofing materials and limited replacement of deteriorated or missing components are feasible.



[16] The deteriorated asphalt shingles of this porch roof are being replaced in kind with matching shingles.

ROOFS

RECOMMENDED

NOT RECOMMENDED

Replacing in kind an entire roof covering or feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such a feature could include a large section of roofing, a dormer, or a chimney. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

Removing a feature of the roof that is unrepairable and not replacing it, or replacing it with a new roof feature that does not match.

Using a substitute material for the replacement that does not convey the same appearance of the roof covering or the surviving components of the roof feature or that is physically or chemically incompatible.

Replacing only missing or damaged roofing tiles or slates rather than replacing the entire roof covering.

Failing to reuse intact slate or tile in good condition when only the roofing substrate or fasteners need replacement.

Replacing an incompatible roof covering or any deteriorated non-historic roof covering with historically-accurate roofing material, if known, or another material that is compatible with the historic character of the building.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new roof covering for a missing roof or a new feature, such as a dormer or a monitor, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing roof feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.

Introducing a new roof feature that is incompatible in size, scale, material, or color.

ROOFS

RECOMMENDED

NOT RECOMMENDED

Alterations and Additions for a New Use

Installing mechanical and service equipment on the roof (such as heating and air-conditioning units, elevator housing, or solar panels) when required for a new use so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.	Installing roof-top mechanical or service equipment so that it damages or obscures character-defining roof features or is conspicuous on the site or from the public right-of-way.
Designing rooftop additions, elevator or stair towers, decks or terraces, dormers, or skylights when required by a new or continuing use so that they are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features.	Changing a character-defining roof form, or damaging or destroying character-defining roofing material as a result of an incompatible rooftop addition or improperly-installed or highly-visible mechanical equipment.
Installing a green roof or other roof landscaping, railings, or furnishings that are not visible on the site or from the public right-of-way and do not damage the roof structure.	Installing a green roof or other roof landscaping, railings, or furnishings that are visible on the site and from the public right-of-way.



[17] New wood elements have been used selectively to replace rotted wood on the underside of the roof in this historic warehouse.

WINDOWS

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving windows and their functional and decorative features that are important to the overall character of the building. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters.	Removing or substantially changing windows or window features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Changing the appearance of windows that contribute to the historic character of the building by replacing materials, finishes, or colors which noticeably change the sash, depth of the reveal, and muntin configurations; the reflectivity and color of the glazing; or the appearance of the frame. Obscuring historic wood window trim with metal or other material. Replacing windows solely because of peeling paint, broken glass, stuck sash, or high air infiltration. These conditions, in themselves, do not indicate that windows are beyond repair.
Protecting and maintaining the wood or metal which comprises the window jamb, sash, and trim through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain window materials on a cyclical basis so that deterioration of the window results.
Protecting windows against vandalism before work begins by covering them and by installing alarm systems that are keyed into local protection agencies.	Leaving windows unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected windows.
Making windows weathertight by recaulking gaps in fixed joints and replacing or installing weatherstripping.	
Protecting windows from chemical cleaners, paint, or abrasion during work on the exterior of the building.	Failing to protect historic windows from chemical cleaners, paint, or abrasion when work is being done on the exterior of the building.
Protecting and retaining historic glass when replacing putty or repairing other components of the window.	Failing to protect the historic glass when making window repairs.

WINDOWS

RECOMMENDED

Sustaining the historic operability of windows by lubricating friction points and replacing broken components of the operating system (such as hinges, latches, sash chains or cords) and replacing deteriorated gaskets or insulating units.

Adding storm windows with a matching or a one-over-one pane configuration that will not obscure the characteristics of the historic windows. Storm windows improve energy efficiency and are especially beneficial when installed over wood windows because they also protect them from accelerated deterioration.

Adding interior storm windows as an alternative to exterior storm windows when appropriate.

NOT RECOMMENDED

Failing to maintain windows and window components so that windows are inoperable, or sealing operable sash permanently.

Failing to repair and reuse window hardware such as sash lifts, latches, and locks.



[18] The historic metal storm windows in this 1920s office building were retained and repaired during the rehabilitation project.

[19] Installing a mockup of a proposed replacement window can be helpful to evaluate how well the new windows will match the historic windows that are missing or too deteriorated to repair.





[20 a-d] The original steel windows in this industrial building were successfully repaired as part of the rehabilitation project (left).

WINDOWS

RECOMMENDED	NOT RECOMMENDED
Installing sash locks, window guards, removable storm windows, and other reversible treatments to meet safety, security, or energy conservation requirements.	
Evaluating the overall condition of the windows to determine whether more than protection and maintenance, such as repairs to windows and window features, will be necessary.	Failing to undertake adequate measures to ensure the protection of window features.
Repairing window frames and sash by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated, broken, or missing components of features when there are surviving prototypes, such as sash, sills, hardware, or shutters.	Removing window features that could be stabilized, repaired, or conserved using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to the historic materials. Replacing an entire window when repair of the window and limited replacement of deteriorated or missing components are feasible.
Removing glazing putty that has failed and applying new putty; or, if glass is broken, carefully removing all putty, replacing the glass, and reputtying.	
Installing new glass to replace broken glass which has the same visual characteristics as the historic glass.	
Replacing in kind an entire window that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a character-defining window that is unrepairable or is not needed for the new use and blocking up the opening, or replacing it with a new window that does not match. Using substitute material for the replacement that does not convey the same appearance of the surviving components of the window or that is physically incompatible.



[21] The windows on the lower floor, which were too deteriorated to repair, were replaced with new steel windows matching the upper-floor historic windows that were retained.

WINDOWS

RECOMMENDED

Modifying a historic single-glazed sash to accommodate insulated glass when it will not jeopardize the soundness of the sash or significantly alter its appearance.
Using low-e glass with the least visible tint in new or replacement windows.
Using window grids rather than true divided lights on windows on the upper floors of high-rise buildings if they will not be noticeable.
Ensuring that spacer bars in between double panes of glass are the same color as the window sash.
Replacing all of the components in a glazing system if they have failed because of faulty design or materials that have deteriorated with new material that will improve the window performance without noticeably changing the historic appearance.
Replacing incompatible, non-historic windows with new windows that are compatible with the historic character of the building; or reinstating windows in openings that have been filled in.

NOT RECOMMENDED

Modifying a historic single-glazed sash to accommodate insulated glass when it will jeopardize the soundness of the sash or significantly alter its appearance.
Using low-e glass with a dark tint in new or replacement windows, thereby negatively impacting the historic character of the building.
Using window grids rather than true divided lights on windows in low-rise buildings or on lower floors of high-rise buildings where they will be noticeable, resulting in a change to the historic character of the building.
Using spacer bars in between double panes of glass that are not the same color as the window sash.
Replacing all of the components in a glazing system with new material that will noticeably change the historic appearance.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new window or its components, such as frames, sash, and glazing, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing window is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.
	Installing replacement windows made from other materials that are not the same as the material of the original windows if they would have a noticeably different appearance from the remaining historic windows.



(a)



(b)



(c)

[22] **Not Recommended:** (a-b) The original wood windows in this late-19th-century building, which were highly decorative, could likely have been repaired and retained. (c) Instead, they were replaced with new windows that do not match the detailing of the historic windows and, therefore, do not meet the Standards (above).



[23] (a) This deteriorated historic wood window was repaired and retained (b) in this rehabilitation project.



WINDOWS

RECOMMENDED

NOT RECOMMENDED

Alterations and Additions for a New Use

Adding new window openings on rear or other secondary, less-visible elevations, if required by a new use. The new openings and the windows in them should be compatible with the overall design of the building but, in most cases, not duplicate the historic fenestration.	Changing the number, location, size, or glazing pattern of windows on primary or highly-visible elevations which will alter the historic character of the building. Cutting new openings on character-defining elevations or cutting new openings that damage or destroy significant features. Adding balconies at existing window openings or new window openings on primary or other highly-visible elevations where balconies never existed and, therefore, would be incompatible with the historic character of the building.
Replacing windows that are too deteriorated to repair using the same sash and pane configuration, but with new windows that operate differently, if necessary, to accommodate a new use. Any change must have minimal visual impact. Examples could include replacing hopper or awning windows with casement windows, or adding a realigned and enlarged operable portion of industrial steel windows to meet life-safety codes.	Replacing a window that contributes to the historic character of the building with a new window that is different in design (such as glass divisions or muntin profiles), dimensions, materials (wood, metal, or glass), finish or color, or location that will have a noticeably different appearance from the historic windows, which may negatively impact the character of the building.
Installing impact-resistant glazing, when necessary for security, so that it is compatible with the historic windows and does not damage them or negatively impact their character.	Installing impact-resistant glazing, when necessary for security, that is incompatible with the historic windows and that damages them or negatively impacts their character.
Using compatible window treatments (such as frosted glass, appropriate shades or blinds, or shutters) to retain the historic character of the building when it is necessary to conceal mechanical equipment, for example, that the new use requires be placed in a location behind a window or windows on a primary or highly-visible elevation.	Removing a character-defining window to conceal mechanical equipment or to provide privacy for a new use of the building by blocking up the opening.

ENTRANCES AND PORCHES

RECOMMENDED

NOT RECOMMENDED



[24] Rotted boards in the beaded-board porch ceiling are being replaced with new matching beaded board.

Identifying, retaining, and preserving entrances and porches and their functional and decorative features that are important in defining the overall historic character of the building. The materials themselves (including masonry, wood, and metal) are significant, as are their features, such as doors, transoms, pilasters, columns, balustrades, stairs, roofs, and projecting canopies.

Retaining a historic entrance or porch even though it will no longer be used because of a change in the building's function.

Protecting and maintaining the masonry, wood, and metals which comprise entrances and porches through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.

Protecting entrances and porches against arson and vandalism before work begins by covering them and by installing alarm systems keyed into local protection agencies.

Protecting entrance and porch features when working on other features of the building.

Evaluating the overall condition of entrances and porches to determine whether more than protection and maintenance, such as repairs to entrance and porch features, will be necessary.

Repairing entrances and porches by patching, splicing, consolidating, and otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated features or missing components of features when there are surviving prototypes, such as balustrades, columns, and stairs.

Removing or substantially changing entrances and porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Cutting new entrances on a primary façade.

Altering utilitarian or service entrances so they compete visually with the historic primary entrance; increasing their size so that they appear significantly more important; or adding decorative details that cannot be documented to the building or are incompatible with the building's historic character.

Removing a historic entrance or porch that will no longer be required for the building's new use.

Failing to protect and maintain entrance and porch materials on a cyclical basis so that deterioration of entrances and porches results.

Leaving entrances and porches unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected entrances.

Failing to protect materials and features when working on other features of the building.

Failing to undertake adequate measures to ensure the protection of entrance and porch features.

Removing entrances and porches that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.

Replacing an entire entrance or porch feature when repair of the feature and limited replacement of deteriorated or missing components are feasible.

ENTRANCES AND PORCHES

RECOMMENDED

Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

NOT RECOMMENDED

Removing an entrance or porch that is unrepairable and not replacing it, or replacing it with a new entrance or porch that does not match.

Using a substitute material for the replacement that does not convey the same appearance of the surviving components of entrance or porch features or that is physically incompatible.



[25] The new infill designs for the garage door openings in this commercial building (a) converted for restaurant use and in this mill building (b) rehabilitated for residential use are compatible with the historic character of the buildings.



ENTRANCES AND PORCHES

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features	
Designing and installing a new entrance or porch when the historic feature is completely missing or has previously been replaced by one that is incompatible. It may be an accurate restoration based on documentary and physical evidence, but only when the historic entrance or porch to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing entrance or porch is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.
Alterations and Additions for a New Use	
Enclosing historic porches on secondary elevations only, when required by a new use, in a manner that preserves the historic character of the building (e.g., using large sheets of glass and recessing the enclosure wall behind existing posts and balustrades).	Enclosing porches in a manner that results in a diminution or loss of historic character by using solid materials rather than clear glazing, or by placing the enclosure in front of, rather than behind, the historic features.
Designing and constructing additional entrances or porches on secondary elevations when required for the new use in a manner that preserves the historic character of the building (i.e., ensuring that the new entrance or porch is clearly subordinate to historic primary entrances or porches).	Constructing secondary or service entrances and porches that are incompatible in size and scale or detailing with the historic building or that obscure, damage, or destroy character-defining features.

[26] **Not Recommended:** Installing a screened enclosure is never recommended on a front or otherwise prominent historic porch. In limited instances, it may be possible to add screening on a porch at the rear or on a secondary façade; however, the enclosure should match the color of the porch and be placed behind columns and railings so that it does not obscure these features.



STOREFRONTS

RECOMMENDED

Identifying, retaining, and preserving storefronts and their functional and decorative features that are important in defining the overall historic character of the building. The storefront materials (including wood, masonry, metals, ceramic tile, clear glass, and pigmented structural glass) and the configuration of the storefront are significant, as are features, such as display windows, base panels, bulkheads, signs, doors, transoms, kick plates, corner posts, piers, and entablatures. The removal of inappropriate, non-historic cladding, false mansard roofs, and other later, non-significant alterations can help reveal the historic character of the storefront.

Retaining later, non-original features that have acquired significance over time.

NOT RECOMMENDED

Removing or substantially changing storefronts and their features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Changing the storefront so that it has a residential rather than commercial appearance.

Introducing features from an earlier period that are not compatible with the historic character of the storefront.

Changing the location of the storefront's historic main entrance.

Replacing or covering a glass transom with solid material or inappropriate signage, or installing an incompatible awning over it.

Removing later features that may have acquired significance.



[28] This new storefront, which replaced one that was missing, is compatible with the historic character of the building.

STOREFRONTS

RECOMMENDED	NOT RECOMMENDED
<i>Protecting and maintaining</i> masonry, wood, glass, ceramic tile, and metals which comprise storefronts through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain storefront materials on a cyclical basis so that deterioration of storefront features results.
Protecting storefronts against arson and vandalism before work begins by covering windows and doors and by installing alarm systems keyed into local protection agencies.	Leaving the storefront unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected entrances.
Protecting the storefront when working on other features of the building.	Failing to protect the storefront when working on other features of the building.
Evaluating the overall condition of the storefront to determine whether more than protection and maintenance, such as repairs to storefront features, will be necessary.	Failing to undertake adequate measures to ensure the protection of storefront features.



[27] This original c. 1940s storefront, with its character-defining angled and curved glass display window and recessed entrance with a decorative terrazzo paving, is in good condition and should be retained in a rehabilitation project.

STOREFRONTS

RECOMMENDED

NOT RECOMMENDED

Repairing storefronts by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of storefronts when there are surviving prototypes, such as transoms, base panels, kick plates, piers, or signs.	Removing storefronts that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.
Replacing in kind an entire storefront that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Replacing a storefront feature when repair of the feature and limited replacement of deteriorated or missing components are feasible. Using a substitute material for the replacement that does not convey the same appearance of the surviving components of the storefront or that is physically incompatible. Removing a storefront that is unrepairable and not replacing it or replacing it with a new storefront that does not match.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a new storefront when the historic storefront is completely missing or has previously been replaced by one that is incompatible. It may be an accurate restoration based on documentary and physical evidence, but only when the historic storefront to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing storefront is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Using new, over-scaled, or internally-lit signs unless there is a historic precedent for them or using other types of signs that obscure, damage, or destroy character-defining features of the storefront and the building.

STOREFRONTS

RECOMMENDED

Replacing missing awnings or canopies that can be historically documented to the building, or adding new signage, awnings, or canopies that are compatible with the historic character of the building.

NOT RECOMMENDED

Adding vinyl awnings, or other awnings that are inappropriately sized or shaped, which are incompatible with the historic character of the building; awnings that do not extend over the entire length of the storefront; or large canopies supported by posts that project out over the sidewalk, unless their existence can be historically documented.

Alterations and Additions for a New Use

Retaining the glazing and the transparency (i.e., which allows the openness of the interior to be experienced from the exterior) that is so important in defining the character of a historic storefront when the building is being converted for residential use. Window treatments (necessary for occupants' privacy) should be installed that are uniform and compatible with the commercial appearance of the building, such as screens or wood blinds. When display cases still exist behind the storefront, the screening should be set at the back of the display case.

Replacing storefront glazing with solid material for occupants' privacy when the building is being converted for residential use.

Installing window treatments in storefront windows that have a residential appearance, which are incompatible with the commercial character of the building.

Installing window treatments that are not uniform in a series of repetitive storefront windows.



[29] The rehabilitation of the 1910 Māālaea General Store (a), which served the workers' camp at the Wailuku Sugar Company on the Hawaiian island of Maui, included the reconstruction of the original parapet (b).



CURTAIN WALLS

RECOMMENDED

NOT RECOMMENDED

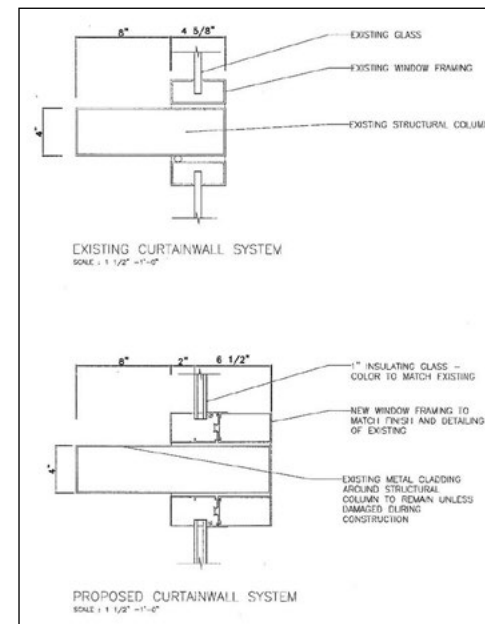
Identifying, retaining, and preserving curtain wall systems and their components (metal framing members and glass or opaque panels) that are important in defining the overall historic character of the building. The design of the curtain wall is significant, as are its component materials (metal stick framing and panel materials, such as clear or spandrel glass, stone, terra cotta, metal, and fiber-reinforced plastic), appearance (e.g., glazing color or tint, transparency, and reflectivity), and whether the glazing is fixed, operable or louvered glass panels. How a curtain wall is engineered and fabricated, and the fact that it expands and contracts at a different rate from the building's structural system, are important to understand when undertaking the rehabilitation of a curtain wall system.	Removing or substantially changing curtain wall components which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic curtain wall features instead of repairing or replacing only the deteriorated components.
Protecting and maintaining curtain walls and their components through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems; and by making them watertight and ensuring that sealants and gaskets are in good condition.	Failing to protect and maintain curtain wall components on a cyclical basis so that deterioration of curtain walls results. Failing to identify, evaluate, and treat various causes of curtain wall failure, such as open gaps between components where sealants have deteriorated or are missing.
Protecting ground-level curtain walls from vandalism before work begins by covering them, while ensuring adequate ventilation, and by installing alarm systems keyed into local protection agencies.	Leaving ground-level curtain walls unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected glazing.
Protecting curtain walls when working on other features of the building.	Failing to protect curtain walls when working on other features of the building.
Cleaning curtain wall systems only when necessary to halt deterioration or to remove heavy soiling.	Cleaning curtain wall systems when they are not heavily soiled, thereby needlessly introducing chemicals or moisture into historic materials.

CURTAIN WALLS

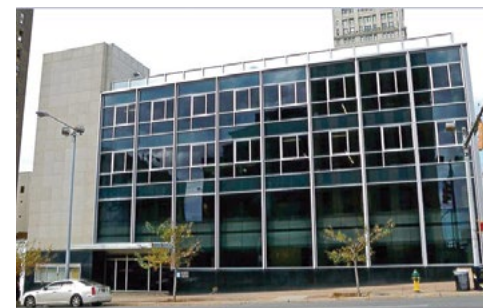
RECOMMENDED	NOT RECOMMENDED
Carrying out cleaning tests, when it has been determined that cleaning is appropriate, using only cleaning materials that will not damage components of the system, including factory-applied finishes. Test areas should be examined to ensure that no damage has resulted.	Cleaning curtain wall systems without testing or using cleaning materials that may damage components of the system.
Evaluating the overall condition of curtain walls to determine whether more than protection and maintenance, such as repair of curtain wall components, will be necessary.	Failing to undertake adequate measures to protect curtain wall components.
Repairing curtain walls by ensuring that they are watertight by augmenting existing components or replacing deteriorated or missing sealants or gaskets, where necessary, to seal any gaps between system components. Repair may include the limited replacement of those extensively deteriorated or missing components of curtain walls when there are surviving prototypes.	Removing curtain wall components that could be repaired or using improper repair techniques. Replacing an entire curtain wall system when repair of materials and limited replacement of deteriorated or missing components are feasible.
Applying sealants carefully so that they are not readily visible.	
Replacing in kind a component or components of a curtain wall system that are too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. If using the same kind of material is not feasible, then a compatible substitute material may be considered as long as it has the same finish and appearance.	Removing a curtain wall component or the entire system, if necessary, that is unrepairable and not replacing it or replacing it with a new component or system that does not convey the same appearance.
Replacing masonry, metal, glass, or other components of a curtain wall system (or the entire system, if necessary) which have failed because of faulty design with substitutes that match the original as closely as possible and which will reestablish the viability and performance of the system.	Using substitute material for the replacement that does not convey the same appearance of the surviving components of the curtain wall or that is physically incompatible.



[30] Rather than replace the original curtain wall system of the 1954 Simms Building in Albuquerque, NM, with a different color tinted glass or coat it with a non-historic reflective film, the HVAC system was updated to improve energy efficiency. Photo: Harvey M. Kaplan.



[31 a-c:] (a) The rehabilitation of the First Federal Savings and Loan Association building in Birmingham, AL, constructed in 1961, required replacing the deteriorated historic curtain wall system because the framing and the fasteners holding the spandrel glass and the windows had failed. (b) Comparative drawings show that the differences between the replacement system, which incorporated new insulated glass to meet wind-load requirements, and the original system are minimal. (c) The replacement system, shown after completion of the project, has not altered the historic character of the building.



CURTAIN WALLS

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new curtain wall or its components when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing curtain wall component is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature did not coexist with the features currently on the building.

Introducing a new curtain wall component that is incompatible in size, scale, material, color, and finish.

Alterations and Additions for a New Use

Installing new glazing or an entire new curtain wall system, when necessary to meet safety-code requirements, with dimensions, detailing, materials, colors, and finish as close as possible to the historic curtain wall components.

Installing new glazing or an entire new curtain wall system, when necessary to meet safety-code requirements, with dimensions and detailing that is significantly different from the historic curtain wall components.

Installing impact-resistant glazing, when necessary for security, so that it is compatible with the historic windows and does not damage them or negatively impact their character.

Installing impact-resistant glazing in a curtain wall system, when necessary for security, that is incompatible with the historic curtain walls and damages them or negatively impacts their character.

STRUCTURAL SYSTEMS

RECOMMENDED

Identifying, retaining, and preserving structural systems and visible features of systems that are important in defining the overall historic character of the building. This includes the materials that comprise the structural system (i.e., wood, metal and masonry), the type of system, and its features, such as posts and beams, trusses, summer beams, vigas, cast-iron or masonry columns, above-grade stone foundation walls, or load-bearing masonry walls.

Protecting and maintaining the structural system by keeping gutters and downspouts clear and roofing in good repair; and by ensuring that wood structural members are free from insect infestation.

NOT RECOMMENDED

Removing or substantially changing visible features of historic structural systems which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Overloading the existing structural system, or installing equipment or mechanical systems which could damage the structure.

Replacing a load-bearing masonry wall that could be augmented and retained.

Leaving known structural problems untreated, such as deflected beams, cracked and bowed walls, or racked structural members.

Failing to protect and maintain the structural system on a cyclical basis so that deterioration of the structural system results.

Using treatments or products that may retain moisture, which accelerates deterioration of structural members.

[33] Retaining as much as possible of the historic wood sill plate and replacing only the termite-damaged wood is always the preferred and recommended treatment.



STRUCTURAL SYSTEMS

RECOMMENDED

Evaluating the overall condition of the structural system to determine whether more than protection and maintenance, such as repairs to structural features, will be necessary.

Repairing the structural system by augmenting individual components, using recognized preservation methods. For example, weakened structural members (such as floor framing) can be paired or sistered with a new member, braced, or otherwise supplemented and reinforced.

NOT RECOMMENDED

Failing to undertake adequate measures to ensure the protection of structural systems.

Upgrading the building structurally in a manner that diminishes the historic character of the exterior or that damages interior features or spaces.

Replacing a historic structural feature in its entirety or in part when it could be repaired or augmented and retained.



[32] (a-b) The rehabilitation of the 1892 Carson Block Building in Eureka, CA, for its owner, the Northern California Indian Development Council, included recreating the missing corner turret and sensitively introducing seismic reinforcement (c) shown here (opposite page) in a secondary upper floor office space. Photos: Page & Turnbull.



STRUCTURAL SYSTEMS

RECOMMENDED

NOT RECOMMENDED

Installing seismic or structural reinforcement, when necessary, in a manner that minimizes its impact on the historic fabric and character of the building.	
Replacing in kind or with a compatible substitute material large portions or entire features of the structural system that are either extensively damaged or deteriorated or that are missing when there are surviving prototypes, such as cast-iron columns, trusses, or masonry walls. Substitute material must be structurally sufficient, physically compatible with the rest of the system, and, where visible, must have the same form, design, and appearance as the historic feature.	Using substitute material that does not equal the load-bearing capabilities of the historic material; does not convey the same appearance of the historic material, if it is visible; or is physically incompatible. Installing a visible or exposed structural replacement feature that does not match.
Replacing to match any interior features or finishes that may have to be removed to gain access to make structural repairs, and reusing salvageable material.	



STRUCTURAL SYSTEMS

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Alterations and Additions for a New Use

Limiting any new excavations next to historic foundations to avoid undermining the structural stability of the building or adjacent historic buildings. The area next to the building foundation should be investigated first to ascertain potential damage to site features or archeological resources.

Carrying out excavations or regrading land adjacent to a historic building which could cause the historic foundation to settle, shift, or fail, or which could destroy significant archeological resources.

Correcting structural deficiencies needed to accommodate a new use in a manner that preserves the structural system and individual character-defining features.

Making substantial changes to significant interior spaces or damaging or destroying features or finishes that are character defining to correct structural deficiencies.

Designing and installing new mechanical or electrical equipment, when necessary, in a manner that minimizes the number and size of cuts or holes in structural members.

Installing new mechanical or electrical equipment in a manner which reduces the load-bearing capacity of historic structural members.

Inserting a new floor when required for the new use if it does not negatively impact the historic character of the interior space; and if it does not damage the structural system, does not abut window glazing, and is not visible from the exterior of the building.

Inserting a new floor that damages or destroys the structural system or abuts window glazing and is visible from the exterior of the building and, thus, negatively impacts its historic character.

Creating an atrium, light court, or lightwell to provide natural light when required for a new use only when it can be done in a manner that preserves the structural system and the historic character of the building.

Removing structural features to create an atrium, light court, or lightwell if it negatively impacts the historic character of the building.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building, such as radiators, vents, fans, grilles, and plumbing and lighting fixtures.	Removing or substantially changing visible features of mechanical systems that are important in defining the overall historic character of the building so that, as a result, the character is diminished.
Protecting and maintaining mechanical, plumbing, and electrical systems and their features through cyclical maintenance.	Failing to protect and maintain a functioning mechanical system, plumbing, and electrical systems and their visible features on a cyclical basis so that their deterioration results.
Improving the energy efficiency of existing mechanical systems to help reduce the need for a new system by installing storm windows, insulating attics and crawl spaces, or adding awnings, if appropriate.	
Evaluating the overall condition of mechanical systems to determine whether more than protection and maintenance, such as repairs to mechanical system components, will be necessary.	Failing to undertake adequate measures to ensure the protection of mechanical system components.
Repairing mechanical systems by augmenting or upgrading system components (such as installing new pipes and ducts), rewiring, or adding new compressors or boilers.	Replacing a mechanical system when its components could be upgraded and retained.
Replacing in kind or with a compatible substitute material those extensively deteriorated or missing visible features of mechanical systems when there are surviving prototypes, such as ceiling fans, radiators, grilles, or plumbing fixtures.	Installing a visible replacement feature of a mechanical system, if it is important in defining the historic character of the building, that does not convey the same appearance.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Alterations and Additions for a New Use

Installing a new mechanical system, if required, so that it results in the least alteration possible to the historic building and its character-defining features.	Installing a new mechanical system so that character-defining structural or interior features are radically changed, damaged, or destroyed.
Providing adequate structural support for the new mechanical equipment.	Failing to consider the weight and design of new mechanical equipment so that, as a result, historic structural members or finished surfaces are weakened or cracked.
Installing new mechanical and electrical systems and ducts, pipes, and cables in closets, service areas, and wall cavities to preserve the historic character of the interior space.	Installing systems and ducts, pipes, and cables in walls or ceilings in a manner that results in extensive loss or damage or otherwise obscures historic building materials and character-defining features.
Concealing HVAC ductwork in finished interior spaces, when possible, by installing it in secondary spaces (such as closets, attics, basements, or crawl spaces) or in appropriately-located, furred-down soffits.	Leaving HVAC ductwork exposed in most finished spaces or installing soffits in a location that will negatively impact the historic character of the interior or exterior of the building.
Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features (such as column capitals, pressed-metal or ornamental plaster ceilings, coffers, or beams) that is painted, and appropriately located so that it will have minimal impact on the historic character of the space.	Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features that is not painted, or is located where it will negatively impact the historic character of the space.
Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space when this will not result in extensive loss or damage to historic materials or decorative and other features, and will not change the overall character of the space or the exterior appearance of the building (i.e., lowered ceilings or soffits visible through window glazing).	Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space in a manner that results in extensive loss or damage to historic materials or decorative and other features, and will change the overall character of the space or the exterior appearance of the building.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED	NOT RECOMMENDED
Installing appropriately located, exposed ductwork in historically-unfinished interior spaces in industrial or utilitarian buildings.	
Installing a split system mechanical unit in a manner that will have minimal impact on the historic character of the interior and result in minimal loss of historic building material.	Installing a split system mechanical unit without considering its impact on the historic character of the interior or the potential loss of historic building material.
Installing heating or air conditioning window units only when the installation of any other system would result in significant damage or loss of historic materials or features.	
Installing mechanical equipment on the roof, when necessary, so that it is minimally visible to preserve the building's historic character and setting.	Installing mechanical equipment on the roof that is overly large or highly visible and negatively impacts the historic character of the building or setting.
Placing air conditioning compressors in a location on a secondary elevation of the historic building that is not highly visible.	Placing air conditioning compressors where they are highly visible and negatively impact the historic character of the building or setting.

[34] The new ceiling ducts installed during the conversion of this historic office building into apartments are minimal in design and discretely placed above the windows.



INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
<i>Identifying, retaining, and preserving</i> a floor plan or interior spaces, features, and finishes that are important in defining the overall historic character of the building. Significant spatial characteristics include the size, configuration, proportion, and relationship of rooms and corridors; the relationship of features to spaces; and the spaces themselves, such as lobbies, lodge halls, entrance halls, parlors, theaters, auditoriums, gymnasiums, and industrial and commercial interiors. Color, texture, and pattern are important characteristics of features and finishes, which can include such elements as columns, plaster walls and ceilings, flooring, trim, fireplaces and mantels, paneling, light fixtures, hardware, decorative radiators, ornamental grilles and registers, windows, doors, and transoms; plaster, paint, wallpaper and wall coverings, and special finishes, such as marbleizing and graining; and utilitarian (painted or unpainted) features, including wood, metal, or concrete exposed columns, beams, and trusses and exposed load-bearing brick, concrete, and wood walls.	Altering a floor plan, or interior spaces (including individual rooms), features, and finishes, which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Altering the floor plan by demolishing principal walls and partitions for a new use. Altering or destroying significant interior spaces by inserting additional floors or lofts; cutting through floors to create lightwells, light courts, or atriums; lowering ceilings; or adding new walls or removing historic walls. Relocating an interior feature, such as a staircase, so that the circulation pattern and the historic relationship between features and spaces are altered. Installing new material that obscures or damages character-defining interior features or finishes. Removing paint, plaster, or other finishes from historically-finished interior surfaces to create a new appearance (e.g., removing plaster to expose brick walls or a brick chimney breast, stripping paint from wood to stain or varnish it, or removing a plaster ceiling to expose unfinished beams). Applying paint, plaster, or other coatings to surfaces that have been unfinished historically, thereby changing their character. Changing the type of finish or its color, such as painting a historically-varnished wood feature, or removing paint from a historically-painted feature.

INTERIOR SPACES, FEATURES, AND FINISHES

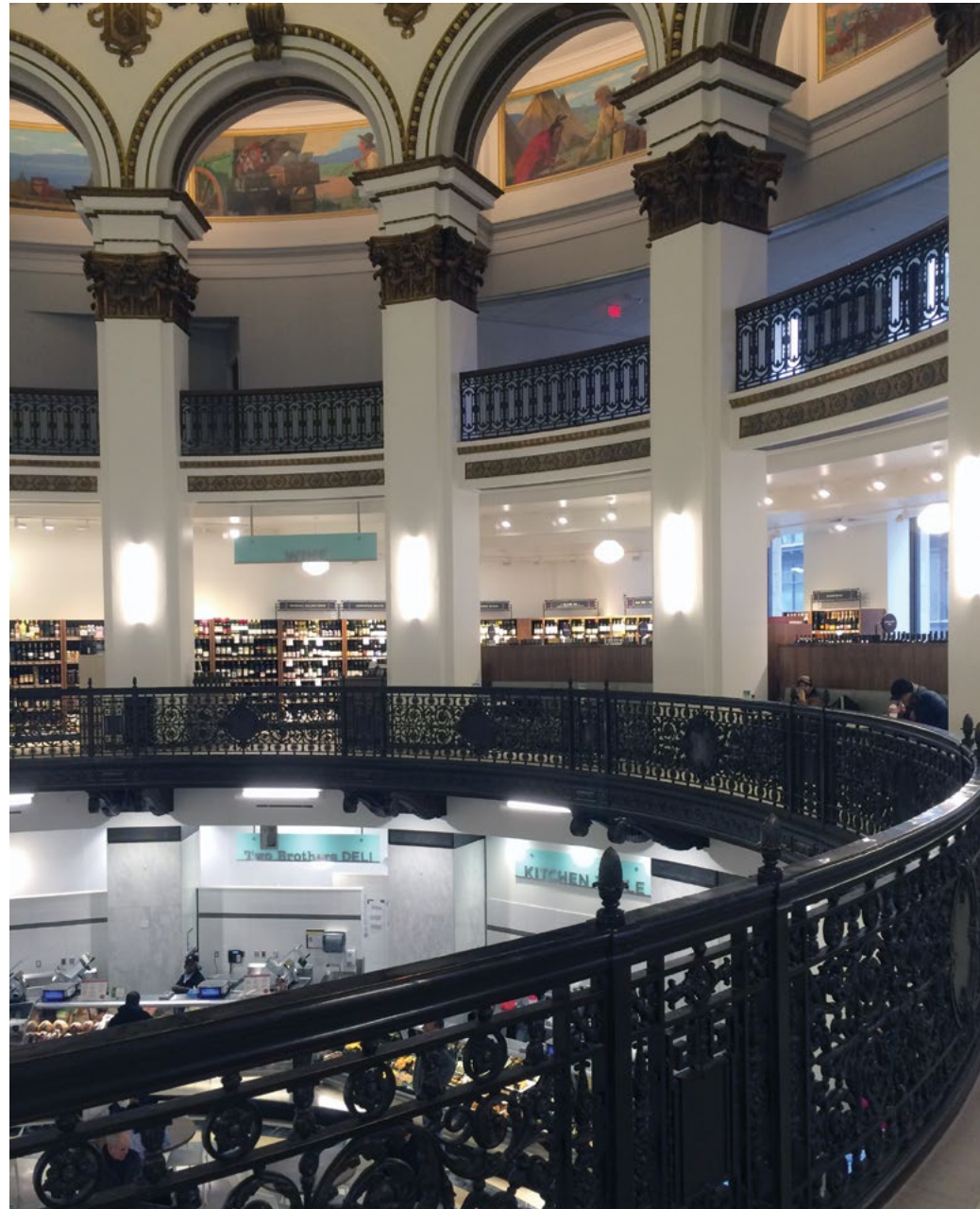
RECOMMENDED

NOT RECOMMENDED

Retaining decorative or other character-defining features or finishes that typify the showroom or interior of a historic store, such as a pressed-metal ceiling, a beaded-board ceiling, or wainscoting.	Removing decorative or other character-defining features or finishes that typify the showroom or interior of a historic store, such as a pressed-metal ceiling, a beaded-board ceiling, or wainscoting.
Protecting and maintaining historic materials (including plaster, masonry, wood, and metals) which comprise interior spaces through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain interior materials and finishes on a cyclical basis so that deterioration of interior features results.
Protecting interior features and finishes against arson and vandalism before project work begins by erecting temporary fencing or by covering broken windows and open doorways, while ensuring adequate ventilation, and by installing alarm systems keyed into local protection agencies.	Leaving the building unprotected and subject to vandalism before work begins, thereby allowing the interior to be damaged if it can be accessed through unprotected entrances.
Protecting interior features (such as a staircase, mantel, flooring, or decorative finishes) from damage during project work by covering them with plywood, heavy canvas, or plastic sheeting.	Failing to protect interior features and finishes when working on the interior.

[35] (a) Although deteriorated, the historic school corridor, shown on the left, with its character-defining features, including doors and transoms, was retained and repaired as part of the rehabilitation project (b).





[36] The elaborate features and finishes of this historic banking hall in the Union Trust Company Building, in Cleveland, OH, were retained and repaired as part of its conversion into a food market.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Removing damaged or deteriorated paint and finishes only to the next sound layer using the gentlest method possible prior to repainting or refinishing using compatible paint or other coating systems.	Using potentially damaging methods, such as open-flame torches or abrasive techniques, to remove paint or other coatings. Removing paint that is firmly adhered to interior surfaces.
Using abrasive cleaning methods only on the interior of industrial or warehouse buildings with utilitarian, unplastered masonry walls and where wood features are not finished, molded, beaded, or worked by hand. Low-pressure abrasive cleaning (e.g., sand-blasting or other media blasting) should only be considered if test patches show no surface damage and after gentler methods have proven ineffective.	Using abrasive methods anywhere but utilitarian and industrial interior spaces or when there are other methods that are less likely to damage the surface of the material.
Evaluating the overall condition of the interior materials, features, and finishes to determine whether more than protection and maintenance, such as repairs to features and finishes, will be necessary.	Failing to undertake adequate measures to ensure the protection of interior materials, features, and finishes.
Repairing interior features and finishes by patching, splicing, consolidating, or otherwise reinforcing the materials using recognized preservation methods. Repairs may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of interior features when there are surviving prototypes, such as stairs, balustrades, wood paneling, columns, decorative wall finishes, and ornamental pressed-metal or plaster ceilings. Repairs should be physically and visually compatible.	Removing materials that could be repaired or using improper repair techniques. Replacing an entire interior feature (such as a staircase, mantel, or door surround) or a finish (such as a plaster) when repair of materials and limited replacement of deteriorated or missing components are feasible.



[37] Exposed and painted ducts were appropriately installed here in a retail space in Denver's historic Union Station after considering other options that would have impacted the ceiling height, or damaged or obscured the ornamental plaster crown molding. Photo: Heritage Consulting Group.

[38] The rehabilitation project retained the industrial character of this historic factory building, which included installation of a fire-rated, clear glass enclosure that allows the stairway, an important interior feature, to remain visible.



[39] Leaving the ceiling structure exposed and installing exposed ductwork where it does not impact the windows, are appropriate treatments when rehabilitating an industrial building for another use.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED

NOT RECOMMENDED

Replacing in kind an entire interior feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. Examples could include wainscoting, window and door surrounds, or stairs. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

Removing a character-defining interior feature that is unrepairable and not replacing it, or replacing it with a new feature or finish that does not match the historic feature.

Using a substitute material for the replacement that does not convey the same appearance of the interior feature or that is physically incompatible.

Using a substitute material for the replacement that does not convey the same appearance of the interior feature or that is physically incompatible.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new interior feature or finish when the historic feature or finish is completely missing. This could include missing walls, stairs, mantels, wood trim, and plaster, or even entire rooms if the historic spaces, features, and finishes are missing or have been destroyed by inappropriate alterations. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature or finish to be replaced coexisted with the features currently in the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation; is not a compatible design; or because the feature did not coexist with the feature currently on the building.

Introducing a new interior feature or finish that is incompatible in size, scale, material, color, and finish.

Alterations and Additions for a New Use

Installing new or additional systems required for a new use for the building, such as bathrooms and mechanical equipment, in secondary spaces to preserve the historic character of the most significant interior spaces.

Subdividing primary spaces, lowering ceilings, or damaging or obscuring character-defining features (such as fireplaces, windows, or stairways) to accommodate a new use for the building.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Installing new mechanical and electrical systems and ducts, pipes, and cables in closets, service areas, and wall cavities to preserve the historic character of interior spaces, features, and finishes.	Installing ducts, pipes, and cables where they will obscure character-defining features or negatively impact the historic character of the interior.
Creating open work areas, when required by the new use, by selectively removing walls only in secondary spaces, less significant upper floors, or other less-visible locations to preserve primary public spaces and circulation systems.	
Retaining the configuration of corridors, particularly in buildings with multiple floors with repetitive plans (such as office and apartment buildings or hotels), where not only the floor plan is character defining, but also the width and the length of the corridor, doorways, transoms, trim, and other features, such as wainscoting and glazing.	Making extensive changes to the character of significant historic corridors by narrowing or radically shortening them, or removing their character-defining features.
Reusing decorative material or features that had to be removed as part of the rehabilitation work (including baseboards, door casing, paneled doors, and wainscoting) and reusing them in areas where these features are missing or are too deteriorated to repair.	Discarding historic material when it can be reused to replace missing or damaged features elsewhere in the building, or reusing material in a manner that may convey a false sense of history.
Installing permanent partitions in secondary, rather than primary, spaces whenever feasible. Removable partitions or partial-height walls that do not destroy the sense of space often may be installed in large character-defining spaces when required by a new use.	Installing partitions that abut windows and glazing or that damage or obscure character-defining spaces, features, or finishes.
Enclosing a character-defining interior stairway, when required by code, with fire-rated glass walls or large, hold-open doors so that the stairway remains visible and its historic character is retained.	Enclosing a character-defining interior stairway for safety or functional reasons in a manner that conceals it or destroys its character.
Locating new, code-required stairways or elevators in secondary and service areas of the historic building.	Making incompatible changes or damaging or destroying character-defining spaces, features, or finishes when adding new code-required stairways and elevators.



[41] **Not Recommended:**
Leaving fragments of deteriorated or "sculpted" plaster is not a compatible treatment for either finished or unfinished interior spaces.

[40] **Not Recommended:**
Removing a finished ceiling and leaving the structure exposed in a historic retail space does not meet the Standards for Rehabilitation.



INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Creating an atrium, light court, or lightwell to provide natural light when required for a new use only when it can be done in a manner that preserves significant interior spaces, features, and finishes or important exterior elevations.	Destroying or damaging character-defining interior spaces, features, or finishes, or damaging the structural system to create an atrium, light court, or lightwell.
Inserting a new floor, mezzanine, or loft when required for a new use if it does not damage or destroy significant interior features and finishes and is not visible from the exterior of the building.	Inserting a new floor, mezzanine, or loft that damages or destroys significant interior features or abuts window glazing and is visible from the exterior of the building, and, thus, negatively impacts its historic character.
Inserting a new floor, when necessary for a new use, only in large assembly spaces that are secondary to another assembly space in the building; in a space that has been greatly altered; or where character-defining features have been lost or are too deteriorated to repair.	Inserting a new floor in significant, large assembly spaces with distinctive features and finishes, which negatively impacts their historic character.
Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features (such as column capitals, ornamental plaster or pressed-metal ceilings, coffers, or beams) that is designed, painted, and appropriately located so that it will have minimal impact on the historic character of the space.	Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features that is not painted, or is located where it will negatively impact the historic character of the space.
Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space when they will not result in extensive loss or damage to historic materials or decorative and other features, and will not change the overall character of the space or the exterior appearance of the building (i.e., lowered ceilings or soffits visible through window glazing).	Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space in a manner that results in extensive loss or damage to historic materials or decorative and other features, and will change the overall character of the space or the exterior appearance of the building.
Installing a split system mechanical unit in a manner that will have minimal impact on the historic character of the interior and will result in minimal loss of historic building material.	Installing a split system mechanical unit without considering its impact on the historic character of the interior or the potential loss of historic building material.

BUILDING SITE

RECOMMENDED

Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.

NOT RECOMMENDED

Removing or substantially changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.



[42] This garden is an important character-defining landscape feature on this college campus.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Retaining the historic relationship between buildings and the landscape.	Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape. Removing or relocating buildings on a site or in a complex of related historic structures (such as a mill complex or farm), thereby diminishing the historic character of the site or complex. Moving buildings onto the site, thereby creating an inaccurate historic appearance. Changing the grade level of the site if it diminishes its historic character. For example, lowering the grade adjacent to a building to maximize use of a basement, which would change the historic appearance of the building and its relation to the site.
<i>Protecting and maintaining</i> buildings and site features by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape.	Failing to ensure that site drainage is adequate so that buildings and site features are damaged or destroyed; or, alternatively, changing the site grading so that water does not drain properly.
Correcting any existing irrigation that may be wetting the building excessively.	Neglecting to correct any existing irrigation that may be wetting the building excessively.
Minimizing disturbance of the terrain around buildings or elsewhere on the site, thereby reducing the possibility of destroying or damaging important landscape features, archeological resources, other cultural or religious features, or burial grounds.	Using heavy machinery or equipment in areas where it may disturb or damage important landscape features, archeological resources, other cultural or religious features, or burial grounds.
Surveying and documenting areas where the terrain will be altered to determine the potential impact to important landscape features, archeological resources, other cultural or religious features, or burial grounds.	Failing to survey the building site prior to beginning work, which may result in damage or loss of important landscape features, archeological resources, other cultural or religious features, or burial grounds.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Protecting (e.g., preserving in place) important site features, archeological resources, other cultural or religious features, or burial grounds.	Leaving known site features or archeological material unprotected so that it is damaged during rehabilitation work.
Planning and carrying out any necessary investigation before rehabilitation begins, using professional archeologists and methods, when preservation in place is not feasible.	Allowing unqualified personnel to perform data recovery on archeological resources, which can result in damage or loss of important archeological material
Preserving important landscape features through regularly-scheduled maintenance of historic plant material.	Allowing important landscape features or archeological resources to be lost, damaged, or to deteriorate due to inadequate protection or lack of maintenance
Protecting the building site and landscape features against arson and vandalism before rehabilitation work begins by erecting temporary fencing and by installing alarm systems keyed into local protection agencies.	Leaving the property unprotected and subject to vandalism before work begins so that the building site and landscape features, archeological resources, other cultural or religious features, or burial grounds can be damaged or destroyed. Removing or destroying features from the site, such as fencing, paths or walkways, masonry balustrades, or plant material.
Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, that are as unobtrusive as possible.	Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the site.
Providing continued protection and maintenance of buildings and landscape features on the site through appropriate grounds and landscape management.	Failing to protect and maintain materials and features from the restoration period on a cyclical basis so that deterioration of the site results.
Protecting buildings and landscape features when working on the site.	Failing to protect building and landscape features during work on the site or failing to repair damaged or deteriorated site features.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Evaluating the overall condition of materials and features to determine whether more than protection and maintenance, such as repairs to site features, will be necessary.	Failing to undertake adequate measures to ensure the protection of the site.
Repairing historic site features which have been damaged, are deteriorated, or have missing components order reestablish the whole feature and to ensure retention of the integrity of the historic materials. Repairs may include limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of site features when there are surviving prototypes, such as paving, railings, or individual plants within a group (e.g., a hedge). Repairs should be physically and visually compatible.	Removing materials and features that could be repaired or using improper repair techniques. Replacing an entire feature of the site (such as a fence, walkway, or drive) when repair of materials and limited replacement of deteriorated or missing components are feasible.



[43] The industrial character of the site was retained when this brewery complex was rehabilitated for residential use.



[44] **Not Recommended:** (a-b) The historic character of this plantation house (marked in blue on plan on opposite page) and its site was diminished and adversely impacted when multiple new buildings like this (#3 on plan) were constructed on the property (c).

BUILDING SITE

RECOMMENDED

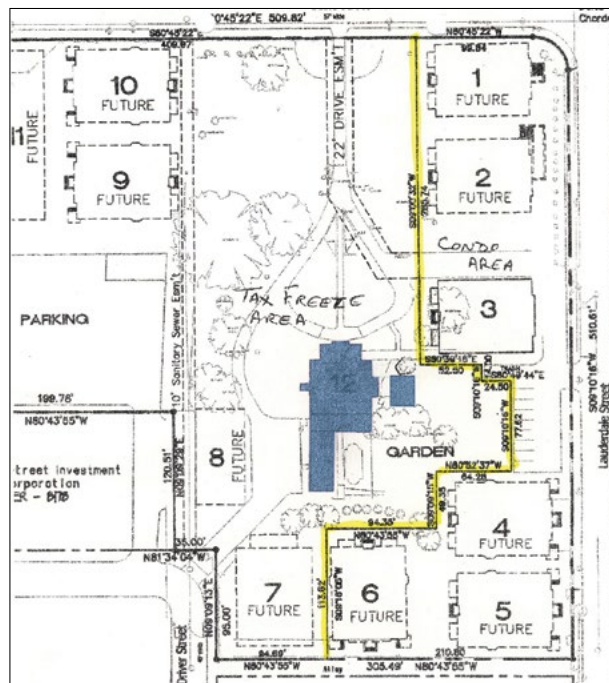
Replacing in kind an entire feature of the site that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. Examples could include a walkway or a fountain, a land form, or plant material. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

NOT RECOMMENDED

Removing a character-defining feature of the site that is unrepairable and not replacing it, or replacing it with a new feature that does not match.

Using a substitute material for the replacement that does not convey the same appearance of the surviving site feature or that is physically or ecologically incompatible.

Adding conjectural landscape features to the site (such as period reproduction light fixtures, fences, fountains, or vegetation) that are historically inappropriate, thereby creating an inaccurate appearance of the site.



BUILDING SITE

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new feature on a site when the historic feature is completely missing. This could include missing outbuildings, terraces, drives, foundation plantings, specimen trees, and gardens. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature to be replaced coexisted with the features currently on the site. Or, it may be a new design that is compatible with the historic character of the building and site.

Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature did not coexist with the features currently on the site.

Introducing a new feature, including plant material, that is visually incompatible with the site or that alters or destroys the historic site patterns or use.

Alterations and Additions for a New Use

Designing new onsite features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationship between the building or buildings and the landscape, and are compatible with the historic character of the property.

Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the building site if landscape features and plant materials are removed.

Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the site and preserves the historic relationship between the building or buildings and the landscape.

Introducing new construction on the building site which is visually incompatible in terms of size, scale, design, material, or color, which destroys historic relationships on the site, or which damages or destroys important landscape features, such as replacing a lawn with paved parking areas or removing mature trees to widen a driveway.

Removing non-significant buildings, additions, or site features which detract from the historic character of the site.

Removing a historic building in a complex of buildings or removing a building feature or a landscape feature which is important in defining the historic character of the site.

Locating an irrigation system needed for a new or continuing use of the site where it will not cause damage to historic buildings.

Locating an irrigation system needed for a new or continuing use of the site where it will damage historic buildings.



[45] Undertaking a survey to document archeological resources may be considered in some rehabilitation projects when a new exterior addition is planned.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED

Identifying, retaining, and preserving building and landscape features that are important in defining the overall historic character of the setting. Such features can include circulation systems, such as roads and streets; furnishings and fixtures, such as light posts or benches; vegetation, gardens and yards; adjacent open space, such as fields, parks, commons, or woodlands; and important views or visual relationships.

NOT RECOMMENDED

Removing or substantially changing those building and landscape features in the setting which are important in defining the historic character so that, as a result, the character is diminished.



[46] The varied size, shapes, and architectural styles of these historic buildings are unique to this street in Christiansted, St. Croix, USVI, and should be retained in a rehabilitation project.

[47] Original paving stones contribute to the character of the historic setting and distinguish this block from other streets in the district.





[48] Old police and fire call boxes, which are distinctive features in this historic district, have been retained, and now showcase work by local artists.

[49] Low stone walls are character-defining features in this hilly, early-20th-century residential neighborhood.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
Retaining the historic relationship between buildings and landscape features in the setting. For example, preserving the relationship between a town common or urban plaza and the adjacent houses, municipal buildings, roads, and landscape and streetscape features.	Altering the relationship between the buildings and landscape features in the setting by widening existing streets, changing landscape materials, or locating new streets or parking areas where they may negatively impact the historic character of the setting.
	Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape in the setting.



SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED

NOT RECOMMENDED

Protecting and maintaining historic features in the setting through regularly-scheduled maintenance and grounds and landscape management.	Failing to protect and maintain materials in the setting on a cyclical basis so that deterioration of buildings and landscape features results. Stripping or removing historic features from buildings or the setting, such as a porch, fencing, walkways, or plant material.
Installing protective fencing, bollards, and stanchions in the setting, when necessary for security, that are as unobtrusive as possible.	Installing protective fencing, bollards, and stanchions in the setting, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the setting.
Protecting buildings and landscape features when undertaking work in the setting.	Failing to protect buildings and landscape features during work in the setting.
Evaluating the overall condition of materials and features to determine whether more than protection and maintenance, such as repairs to materials and features in the setting, will be necessary.	Failing to undertake adequate measures to ensure the protection of materials and features in the setting.
Repairing features in the setting by reinforcing the historic materials. Repairs may include the replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of setting features when there are surviving prototypes, such as fencing, paving materials, trees, and hedgerows. Repairs should be physically and visually compatible.	Failing to repair and reinforce damaged or deteriorated historic materials and features in the setting. Removing material that could be repaired or using improper repair techniques. Replacing an entire feature of the building or landscape in the setting when repair of materials and limited replacement of deteriorated or missing components are feasible.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
Replacing in kind an entire building or landscape feature in the setting that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a character-defining feature of the building or landscape from the setting that is unrepairable and not replacing it or replacing it with a new feature that does not match. Using a substitute material for the replacement that does not convey the same appearance of the surviving building or landscape feature in the setting or that is physically or ecologically incompatible.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a new feature of the building or landscape in the setting when the historic feature is completely missing. This could include missing steps, streetlights, terraces, trees, and fences. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature to be replaced coexisted with the features currently in the setting. Or, it may be a new design that is compatible with the historic character of the setting.	Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation; is not a compatible design, or because the feature did not coexist with the features currently in the setting. Introducing a new building or landscape feature that is visually or otherwise incompatible with the setting's historic character (e.g., replacing low metal fencing with a high wood fence).
Alterations and Additions for a New Use	
Designing new features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationships between buildings and the landscape in the setting, and are compatible with the historic character of the setting.	Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the setting if landscape features and plant materials are removed.
Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the setting that preserve the historic relationship between the buildings and the landscape.	Introducing new construction into historic districts which is visually incompatible or that destroys historic relationships within the setting, or which damages or destroys important landscape features.
Removing non-significant buildings, additions, or landscape features which detract from the historic character of the setting.	Removing a historic building, a building feature, or landscape feature which is important in defining the historic character of the setting.

CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

*Sensitive solutions to meeting accessibility and life-safety code requirements are an important part of protecting the historic character of the building and site. Thus, work that must be done to meet use-specific code requirements should be considered early in planning a **Rehabilitation** of a historic building for a new use. Because code mandates are directly related to occupancy, some uses require less change than others and, thus, may be more appropriate for a historic building. Early coordination with code enforcement authorities can reduce the impact of alterations necessary to comply with current codes.*

ACCESSIBILITY

Identifying the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting which may be affected by accessibility code-required work.

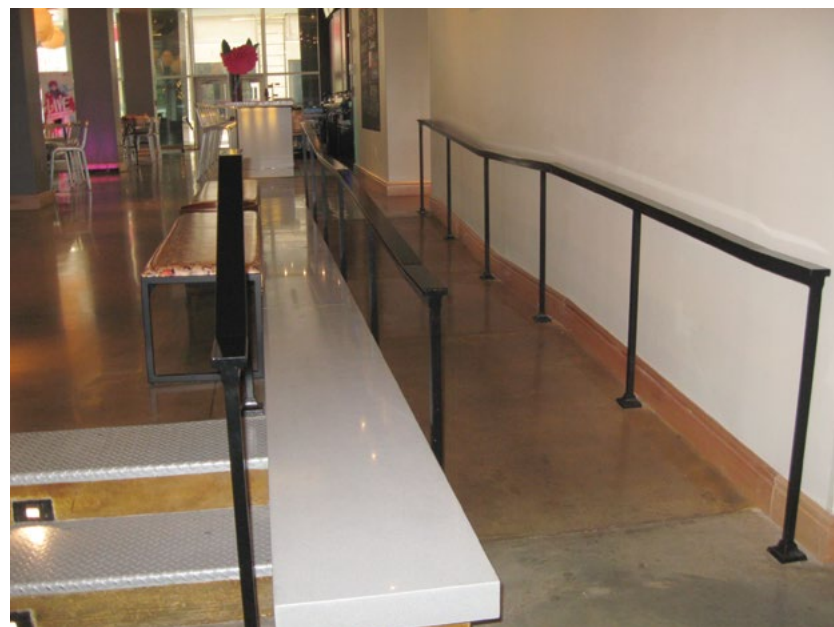
Undertaking accessibility code-required alterations before identifying those exterior features, interior spaces, features, and finishes, and features of the site and setting which are character defining and, therefore, must be preserved.

Complying with barrier-free access requirements in such a manner that the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting are preserved or impacted as little as possible.

Altering, damaging, or destroying character-defining exterior features, interior spaces, features, and finishes, or features of the site and setting while making modifications to a building, its site, or setting to comply with accessibility requirements.

[50] This kitchen in a historic apartment complex was rehabilitated to meet accessibility requirements.

[51] A new interior access ramp with a simple metal railing is compatible with the character of this mid-century-modern building.



CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

Working with specialists in accessibility and historic preservation to determine the most sensitive solutions to comply with access requirements in a historic building, its site, or setting.	Making changes to historic buildings, their sites, or setting without first consulting with specialists in accessibility and historic preservation to determine the most appropriate solutions to comply with accessibility requirements.
Providing barrier-free access that promotes independence for the user while preserving significant historic features.	Making modifications for accessibility that do not provide independent, safe access while preserving historic features.
Finding solutions to meet accessibility requirements that minimize the impact of any necessary alteration on the historic building, its site, and setting, such as compatible ramps, paths, and lifts.	Making modifications for accessibility without considering the impact on the historic building, its site, and setting.

[52] The access ramp blends in with the stone façade of the First National Bank in Stephenville, TX, and is appropriately located on the side where it is does not impact the historic character of the building. Photo: Nancy McCoy, QuimbyMcCoy Preservation Architecture, LLP.



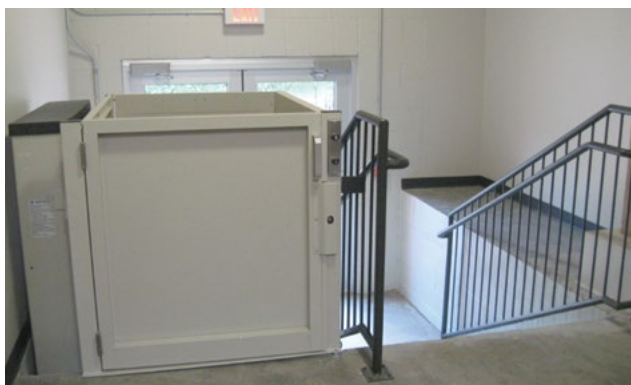
[53] This entrance ramp (right) is compatible with the historic character of this commercial building.



[54] The gently-sloped path in a historic park in Kansas City, MO, which accesses the memorial below, includes a rest area part way up the hill. Photo: STRATA Architecture + Preservation.

CODE-REQUIRED WORK

RECOMMENDED	NOT RECOMMENDED
Using relevant sections of existing codes regarding accessibility for historic buildings that provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the property.	
Minimizing the impact of accessibility ramps by installing them on secondary elevations when it does not compromise accessibility or by screening them with plantings.	Installing elevators, lifts, or incompatible ramps at a primary entrance, or relocating primary entrances to secondary locations to provide access without investigating other options or locations.
Adding a gradual slope or grade to the sidewalk, if appropriate, to access the entrance rather than installing a ramp that would be more intrusive to the historic character of the building and the district.	
Adding an exterior stair or elevator tower that is compatible with the historic character of the building in a minimally-visible location only when it is not possible to accommodate it on the interior without resulting in the loss of significant historic spaces, features, or finishes.	
Installing a lift as inconspicuously as possible when it is necessary to locate it on a primary elevation of the historic building.	
Installing lifts or elevators on the interior in secondary or less significant spaces where feasible.	Installing lifts or elevators on the interior in primary spaces which will negatively impact the historic character of the space.



[55] The lift is compatible with the industrial character of this former warehouse.

CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

LIFE SAFETY

Identifying the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting which may be affected by life-safety code-required work.

Undertaking life-safety code-required alterations before identifying those exterior features, interior spaces, features, and finishes, and features of the site and setting which are character defining and, therefore, must be preserved.

Complying with life-safety codes (including requirements for impact-resistant glazing, security, and seismic retrofit) in such a manner that the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting are preserved or impacted as little as possible.

Altering, damaging, or destroying character-defining exterior features, interior spaces, features, and finishes, or features of the site and setting while making modifications to a building, its site, or setting to comply with life-safety code requirements.

Removing building materials only after testing has been conducted to identify hazardous materials, and using only the least damaging abatement methods.

Removing building materials without testing first to identify the hazardous materials, or using potentially damaging methods of abatement.

Providing workers with appropriate personal equipment for protection from hazards on the worksite.

Removing hazardous or toxic materials without regard for workers' health and safety or environmentally-sensitive disposal of the materials.

Working with code officials and historic preservation specialists to investigate systems, methods, or devices to make the building compliant with life-safety codes to ensure that necessary alterations will be compatible with the historic character of the building.

Making life-safety code-required changes to the building without consulting code officials and historic preservation specialists, with the result that alterations negatively impact the historic character of the building.

Using relevant sections of existing codes regarding life safety for historic buildings that provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the building.

[56 a-b] In order to continue in its historic use, the door openings of this 1916 Colonial Revival-style fire station had to be widened to accommodate the larger size of modern fire trucks. Although this resulted in some change to the arched door surrounds, it is minimal and does not negatively impact the historic character of the building. (a) Above, before; Photo: Fire and Emergency Medical Services Department (FEMS), Washington, D.C.; below, after.





[57] Workers wear protective clothing while removing lead paint from metal features.

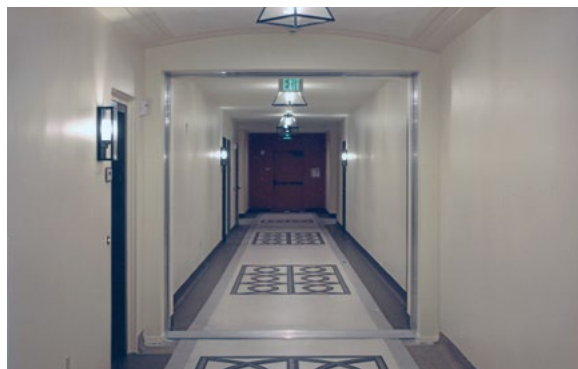


[59] (a-b) The decorative concrete balcony railings on this 1960s building did not meet life-safety code requirements. They were replaced with new glass railings with a fritted glass pattern matching the original design—a creative solution that satisfies codes, while preserving the historic appearance of the building when viewed from the street (c-d). Photos: (a, b, d) ERA Architects, Inc.; (c) Nathan Cyprys, photographer.



CODE-REQUIRED WORK

RECOMMENDED	NOT RECOMMENDED
Upgrading historic stairways and elevators to meet life-safety codes so that they are not damaged or otherwise negatively impacted.	Damaging or making inappropriate alterations to historic stairways and elevators or to adjacent features, spaces, or finishes in the process of doing work to meet code requirements.
Installing sensitively-designed fire-suppression systems, such as sprinklers, so that historic features and finishes are preserved.	Covering character-defining wood features with fire-retardant sheathing, which results in altering their appearance.
Applying fire-retardant coatings when appropriate, such as intumescent paint, to protect steel structural systems.	Using fire-retardant coatings if they will damage or obscure character-defining features.
Adding a new stairway or elevator to meet life-safety code requirements in a manner that preserves adjacent character-defining features and spaces.	Altering, damaging, or destroying character-defining spaces, features, or finishes when adding a new code-required stairway or elevator.
Using existing openings on secondary or less-visible elevations or, if necessary, creating new openings on secondary or less-visible elevations to accommodate second egress requirements.	Using a primary or other highly-visible elevation to accommodate second egress requirements without investigating other options or locations.
Placing a code-required stairway or elevator that cannot be accommodated within the historic building in a new exterior addition located on a secondary or minimally-visible elevation.	Constructing a new addition to accommodate code-required stairs or an elevator on character-defining elevations or where it will obscure, damage, or destroy character-defining features of the building, its site, or setting.
Designing a new exterior stairway or elevator tower addition that is compatible with the historic character of the building.	



[58] Fire doors that retract into the walls have been installed here (not visible in photo) preserve the historic character of this corridor.

RESILIENCE TO NATURAL HAZARDS

RECOMMENDED

NOT RECOMMENDED

Resilience to natural hazards should be addressed as part of the treatment Rehabilitation. A historic building may have existing characteristics or features that help address or minimize the impacts of natural hazards. These should be used to best advantage and should be taken into consideration early in the planning stages of a rehabilitation project before proposing any new treatments. When new adaptive treatments are needed they should be carried out in a manner that will have the least impact on the historic character of the building, its site, and setting. .

Identifying the vulnerabilities of the historic property to the impacts of natural hazards (such as wildfires, hurricanes, or tornadoes) using the most current climate information and data available.	Failing to identify and periodically reevaluate the potential vulnerability of the building, its site, and setting to the impacts of natural hazards.
Assessing the potential impacts of known vulnerabilities on character-defining features of the building, its site, and setting; and reevaluating and reassessing potential impacts on a regular basis.	
Documenting the property and character-defining features as a record and guide for future repair work, should it be necessary, and storing the documentation in a weatherproof location.	Failing to document the historic property and its character-defining features with the result that such information is not available in the future to guide repair or reconstruction work, should it be necessary.
Ensuring that historic resources inventories and maps are accurate, up to date, and accessible in times of emergency.	
Maintaining the building, its site, and setting in good repair, and regularly monitoring character-defining features.	Failing to regularly monitor and maintain the property and the building systems in good repair.
Using and maintaining existing characteristics and features of the historic building, its site, setting, and larger environment (such as shutters for storm protection or a site wall that keeps out flood waters) that may help to avoid or minimize the impacts of natural hazards	Allowing loss, damage, or destruction to occur to the historic building, its site, or setting by failing to evaluate potential future impacts of natural hazards or to plan and implement adaptive measures, if necessary to address possible threats.
Undertaking work to prevent or minimize the loss, damage, or destruction of the historic property while retaining and preserving significant features and the overall historic character of the building, its site, and setting.	Carrying out adaptive measures intended to address the impacts of natural hazards that are unnecessarily invasive or will otherwise adversely impact the historic character of the building, its site, or setting.



[60] In some instances, it may be necessary to elevate a historic building located in a floodplain to protect it. But this treatment is appropriate only if elevating the building will retain its historic character, including its relationship to the site, and its new height will be compatible with surrounding buildings if in a historic district. The house on the right, which has been raised only slightly, has retained its historic character. The house on the left has been raised several feet higher, resulting in a greater impact on the historic character of the house and the district.

RESILIENCE TO NATURAL HAZARDS

RECOMMENDED	NOT RECOMMENDED
Ensuring that, when planning work to adapt for natural hazards, all feasible alternatives are considered, and that the options requiring the least alteration are considered first.	
Implementing local and regional traditions (such as elevating residential buildings at risk of flooding or reducing flammable vegetation around structures in fire-prone areas) for adapting buildings and sites in response to specific natural hazards, when appropriate. Such traditional methods may be appropriate if they are compatible with the historic character of the building, its site, and setting.	Implementing a treatment traditionally used in another region or one typically used for a different property type or architectural style which is not compatible with the historic character of the property.
Using special exemptions and variances when adaptive treatments to protect buildings from known hazards would otherwise negatively impact the historic character of the building, its site, and setting.	
Considering adaptive options, whenever possible, that would protect multiple historic resources, if the treatment can be implemented without negatively impacting the historic character of the district, or archeological resources, other cultural or religious features, or burial grounds.	

Sustainability

Sustainability is usually a very important and integral part of the treatment **Rehabilitation**. Existing energy-efficient features should be taken into consideration early in the planning stages of a rehabilitation project before proposing any energy improvements. There are numerous treatments that may be used to upgrade a historic building to help it operate more efficiently while retaining its character.

The topic of sustainability is addressed in detail in **The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings**.

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
New Additions	
Placing functions and services required for a new use (including elevators and stairways) in secondary or non-character-defining interior spaces of the historic building rather than constructing a new addition.	Expanding the size of the historic building by constructing a new addition when requirements for the new use could be met by altering non-character-defining interior spaces.
Constructing a new addition on a secondary or non-character-defining elevation and limiting its size and scale in relationship to the historic building.	Constructing a new addition on or adjacent to a primary elevation of the building which negatively impacts the building's historic character.
Constructing a new addition that results in the least possible loss of historic materials so that character-defining features are not obscured, damaged, or destroyed.	Attaching a new addition in a manner that obscures, damages, or destroys character-defining features of the historic building.
Designing a new addition that is compatible with the historic building.	Designing a new addition that is significantly different and, thus, incompatible with the historic building.
Ensuring that the addition is subordinate and secondary to the historic building and is compatible in massing, scale, materials, relationship of solids to voids, and color.	Constructing a new addition that is as large as or larger than the historic building, which visually overwhelms it (i.e., results in the diminution or loss of its historic character).

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED

NOT RECOMMENDED

Using the same forms, materials, and color range of the historic building in a manner that does not duplicate it, but distinguishes the addition from the original building.	Duplicating the exact form, material, style, and detailing of the historic building in a new addition so that the new work appears to be historic.
Basing the alignment, rhythm, and size of the window and door openings of the new addition on those of the historic building.	
Incorporating a simple, recessed, small-scale hyphen, or connection, to physically and visually separate the addition from the historic building.	
Distinguishing the addition from the original building by setting it back from the wall plane of the historic building.	

[61 a-b] The materials, design, and location at the back of the historic house are important factors in making this a compatible new addition. Photos: © Maxwell MacKenzie.



NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND
RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
Ensuring that the addition is stylistically appropriate for the historic building type (e.g., whether it is residential or institutional).	
Considering the design for a new addition in terms of its relationship to the historic building as well as the historic district, neighborhood, and setting.	



[62] The stair tower at the rear of this commercial building is a compatible new addition.

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED

NOT RECOMMENDED

Rooftop Additions

Designing a compatible rooftop addition for a multi-story building, when required for a new use, that is set back at least one full bay from the primary and other highly-visible elevations and that is inconspicuous when viewed from surrounding streets.

Constructing a rooftop addition that is highly visible, which negatively impacts the character of the historic building, its site, setting, or district.

[63] (a) A mockup should be erected to demonstrate the visibility of a proposed rooftop addition and its potential impact on the historic building. Based on review of this mockup (orange marker), it was determined that the rooftop addition would meet the Standards (b). The addition is unobtrusive and blends in with the building behind it.



NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND
RELATED NEW CONSTRUCTION

RECOMMENDED

Limiting a rooftop addition to one story in height to minimize its visibility and its impact on the historic character of the building.

NOT RECOMMENDED

- Constructing a highly-visible, multi-story rooftop addition that alters the building's historic character.
- Constructing a rooftop addition on low-rise, one- to three-story historic buildings that is highly visible, overwhelms the building, and negatively impacts the historic district.
- Constructing a rooftop addition with amenities (such as a raised pool deck with plantings, HVAC equipment, or screening) that is highly visible and negatively impacts the historic character of the building.



[64] **Not Recommended:**
It is generally not appropriate to construct a rooftop addition on a low-rise, two- to three-story building such as this, because it negatively affects its historic character.

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED

NOT RECOMMENDED

Related New Construction

Adding a new building to a historic site or property only if the requirements for a new or continuing use cannot be accommodated within the existing structure or structures.

Locating new construction far enough away from the historic building, when possible, where it will be minimally visible and will not negatively affect the building's character, the site, or setting.

Adding a new building to a historic site or property when the project requirements could be accommodated within the existing structure or structures.

Placing new construction too close to the historic building so that it negatively impacts the building's character, the site, or setting.

[65] (a) This (far left) is a compatible new outbuilding constructed on the site of a historic plantation house (b). Although traditional in design, it is built of wood to differentiate it from the historic house (which is scored stucco) located at the back of the site so as not to impact the historic house, and minimally visible from the public right-of-way (c).



new
addition

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
Designing new construction on a historic site or in a historic setting that it is compatible but differentiated from the historic building or buildings.	Replicating the features of the historic building when designing a new building, with the result that it may be confused as historic or original to the site or setting.
Considering the design for related new construction in terms of its relationship to the historic building as well as the historic district and setting.	
Ensuring that new construction is secondary to the historic building and does not detract from its significance.	Adding new construction that results in the diminution or loss of the historic character of the building, including its design, materials, location, or setting. Constructing a new building on a historic property or on an adjacent site that is much larger than the historic building. Designing new buildings or groups of buildings to meet a new use that are not compatible in scale or design with the character of the historic building and the site, such as apartments on a historic school property that are too residential in appearance.
Using site features or land formations, such as trees or sloping terrain, to help minimize the new construction and its impact on the historic building and property.	
Designing an addition to a historic building in a densely-built location (such as a downtown commercial district) to appear as a separate building or infill, rather than as an addition. In such a setting, the addition or the infill structure must be compatible with the size and scale of the historic building and surrounding buildings—usually the front elevation of the new building should be in the same plane (i.e., not set back from the historic building). This approach may also provide the opportunity for a larger addition or infill when the façade can be broken up into smaller elements that are consistent with the scale of the historic building and surrounding buildings.	