



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: The Urbana Historic Preservation Commission

FROM: Rebecca Nathanson, Planning Intern

DATE: January 3, 2014

SUBJECT: HP-2013-COA-05: 504 West Elm. Request for a Certificate of Appropriateness to replace a side porch on a local landmark, Josh Daly representing Freeman Sutton Mansions LLC, applicant.

Introduction & Background

On November 20, 2013, Josh Daly submitted a Certificate of Appropriateness (COA) application to replace the east entry/exit porch to the side door of the apartment located on the east elevation at 504 W. Elm Street, a local historic landmark. On June 4, 2007, the Urbana City Council designated 504 W. Elm (The Freeman House) a local historic district (Ordinance No. 2007-06-046). Section XII-6 of the Urbana Zoning Ordinance requires a COA for any alteration that affects the exterior architectural appearance of locally-designated landmarks or structures in locally-designated historic districts. Table XII-1 specifies that new construction of “porches, decks, and attached steps” requires review by the Historic Preservation Commission (HPC). The HPC makes the final decision on the Certificate of Appropriateness, subject to any appeal.

Description of the Proposed Changes

The applicant requests to replace the porch located on the east elevation in its entirety as specified in attached application. Unfortunately, due to current condition, the existing porch elements are far too deteriorated to salvage. As a result, the applicant has made an effort to replicate the shape, form, scale, proportions, details, trim profiles, roof, steps, and functional use of the porch. Measurements taken of the existing porch are integrated into the drawings to ensure correct size and scale.

History and Architecture

Designed by prominent local architect Joseph W. Royer, Edward Benton built the house at 504 W Main Street in 1902 for owners Gus T. and Alice Busey Freeman. The house’s elegant and symmetrical façade and prominent two-story portico exemplify Classical Revival architecture. The portico has classically-correct Ionic columns, a full entablature and pediment. A full-width porch continues the classical design in its Doric columns and turned balustrade. The side windows are also capped by tracery fanlights. Classically-inspired surrounds are found around all three entryway elements. Further federal/Adam-

inspired details are seen in the first-story grouped windows with their large double-hung windows, beveled-glass sidelights, and ornate tracery fanlights. The pilasters, dentilated frieze, and open apex dormer windows continue the classical elements of the style. These details continue around the east and west elevations.

In the 1980s the front exterior of the house appeared to have changed little since construction. The Sanborn Fire Insurance Map of 1909 shows the footprint of the house to be identical to that of today. Particularly of note, the Sanborn Map shows the location of the east elevation porch, the reconstruction of which is under consideration for a Certificate of Appropriateness.

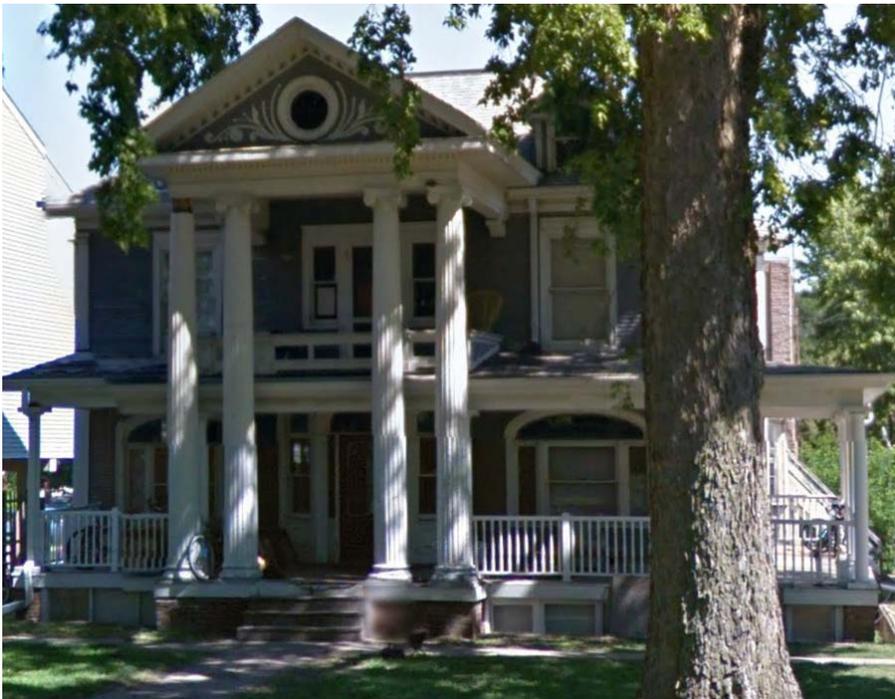


Figure 1: 504 W Elm Street, 2013. Source: Google Maps

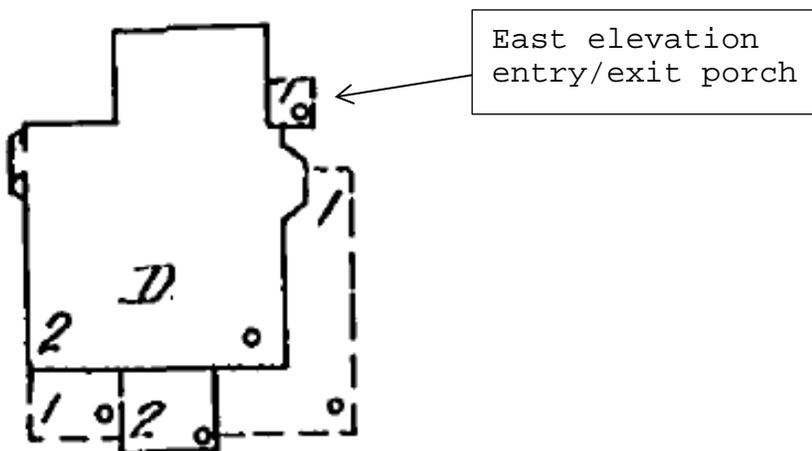


Figure 2: 504 W Elm Street, 1902. Source: Sanborn Fire Insurance Map

Current Condition

According to the applicant, the balustrades on the front façade are not original to the house but were added in the 1980s or 1990s. Other than this alteration, the house has not been significantly changed on the exterior. As noted in the 2007 landmark designation support materials, “504 W. Elm Street retains a high degree of integrity as perceived by the public with the exterior elevations most prominently viewed by the public being the most important in terms of integrity.”

The current condition of the porch in question is poor (Figures 3-5). Water damage has threatened the structural integrity of the wooden porch roof and floor. Additionally, several windows have been compromised; the north elevation window has been completely removed from the frame and pieces of it currently sit inside the porch (Figure 4 and 5).

According to a housing inspection on February 19, 2013, the City of Urbana indicated that the porch was dilapidated, unsafe for occupant use, and it was closed for repair. The stairs pictured in the photo submitted by the applicant (Figure 3) have since been removed as a part of the repair.



Figure 3: Porch photo submitted by applicant, November 2013.



Figures 4 and 5: Current condition of entry/exit porch on east elevation located at 504 W Elm Street; photos taken December 2013.

Discussion

A replica of the porch is proposed to be built using new material that will allow for a long life span. According to the applicant, the proposed work will not change, destroy, or alter the external features but instead replace an unsafe porch for occupant use. According to the applicant, the proposed work will enhance the property by replacing in kind to the look, feel, and historically accurate proportions of the existing porch in a safe manner meeting all current building codes. The structure will be enhanced with this replacement for longevity and use by occupants. As shown on the attached plan, the replacement project will include the following features:

Brick pier: Masonry will be repaired; brick piers will be tuck pointed and reinforced.

Dentil work: New wood frieze and dentil work will match existing and be made of cedar. In order to ensure accurate replication, a portion of the original dentil work will be removed and scribed.

Gutter: An aluminum gutter will be installed. Although the porch currently (and previously) lacked a gutter, the lack of gutters has contributed to the deterioration of its historic elements. Therefore, the new porch incorporates a white residential gutter applied to the fascia board to properly drain the roof per code. The gutter will keep water off the steps and protect occupant safety. The gutter will be the same

size and profile as used on the rest of the building roofs and porches elsewhere.

Hand rail: Although the existing porch does not have a hand rail, wooden hand rails will be installed on both sides of stairs in order to meet building code and ensure occupant safety.

Post cap: Post caps material will be made of reinforced vinyl.

Paint: All wood except porch stairs will be painted white.

Posts: Four by four posts will be untreated cedar and painted white.

Porch floor: The applicant is still determining the type of wood for the porch floor but mentioned that Cedar is optimal due to its long life. Additionally, the current drawing indicates horizontal placement of boards; however, planning staff have asked the applicant to change the direction of boards to vertical to match the existing floor. The applicant has agreed to make this change and to submit new drawings.

Stairs: Porch stairs will be closed to match the stairs on front elevation, will be made of treated lumber, and will not be painted. According to the applicant, painted stairs are more prone to chipping and leaving them unpainted prolongs their stairs' visual aesthetic.

Windows: A new transom window will be installed above the porch opening. Additionally, the north and south elevations of the porch will include new wood windows with non-insulated single pane tempered glazing in wood frames; this will provide the same look as the existing windows.

Although the National Park Service's *Preservation Brief 45: Preserving Historic Wood Porches*, states "alter[ing] or remov[ing] the porch and a historic building or streetscape can lose its visual integrity and historic authenticity," it is critical to note the porch in question is not easily visible from the street and will not significantly alter the building nor the streetscape. The Brief recommends the familiar hierarchy for achieving the highest retention of historic materials and character possible: maintain, repair, and then replace only if necessary. Given the current deteriorated and unsafe state of the porch elements, replacement is necessary. Additionally, the replacement will include railings so that the porch meets building code and a gutter to protect the structural integrity of the replaced porch and promote occupant safety.

Requirements for a Certificate of Appropriateness

According to Section XII-6.C of the Urbana Zoning Ordinance, the criteria to be used by the Preservation Commission in making its determination for a Certificate of Appropriateness are to:

1. Maintain the significant original qualities and character of the buildings, structures, sites or objects including, if significant, its appurtenances. Removing or altering any historic or distinctive architectural features should be avoided whenever possible.
2. Retain and preserve the historic character of a property. Avoid removing or substituting distinctive materials or altering features, spaces, and spatial relationships that characterize a property.

3. Recognize each property as a physical record of its time, place, and use. Do not undertake changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties.
4. Retain and preserve changes to a property that have acquired historic significance in their own right.
5. Preserve distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property.
6. *Deteriorated historic features.* Repair rather than replace deteriorated historic features. 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 must be substantiated by documentary and physical evidence.
7. *Treatment methods.* Use the gentlest means possible when using chemical or physical treatments. Do not use treatments that cause damage to historic materials.
8. *Archaeology.* Protect and preserve archeological resources in place. If such resources must be disturbed, mitigation measures should be undertaken.
9. *New construction.* With new additions, exterior alterations, or related new construction, do not destroy historic materials, features, and spatial relationships that characterize the property. Undertake new additions and adjacent or related new construction 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. Differentiate new work from the old. To protect the integrity of the property and its environment, new additions and new construction shall be compatible with the original architecture of the landmark or styles within the historic district and in terms of the following guidelines:
 - a) *Height:* The height of the proposed building or structure or additions or alterations should be compatible with surrounding buildings or structures.
 - b) *Proportions of structure's front façade:* The proportion between the width and height of the proposed building or structure should be compatible with nearby buildings or structures.
 - c) *Proportions of openings into the facility:* The proportions and relationships between doors and windows should be compatible with existing buildings and structures.
 - d) *Relationship of building masses and spaces:* The relationship of a building or structure to the open space between it and adjoining buildings or structures should be compatible.
 - e) *Roof shapes:* The design of the roof should be compatible with that of adjoining buildings and structures.
 - f) *Appurtenances:* Use of appurtenances should be sensitive to the individual building or structure, its occupants and their needs.
 - g) *Scale of building or structure:* The scale of the building or structure should be compatible with that of surrounding buildings or structures.
 - h) *Directional expression of front elevation:* Street façades should blend in with other buildings and structures with regard to directional expression when adjacent buildings or structures have a dominant horizontal or vertical expression.

According to the Criteria 1, “removing or altering any historic or distinctive architectural features should be avoided whenever possible.” In this case, the condition of the porch is so deteriorated that it is currently closed for use since it is a safety hazard to occupants. According to the applicant and staff’s own observations upon visiting the site, no porch elements appear salvageable. Staff is of the opinion that the applicant has put forth good effort to replicate the porch’s original design and materials, including masonry repair of the porch support column, brick pier repair, and frieze and dentil work to match the original porch. Although the proposed work does remove the existing east elevation porch, it

does so only out of necessity for the building tenants' use and safety and for the long-term maintenance of the porch. The addition of new elements are well justified; handrails are required for building code and a gutter will promote the longevity of the structure. The replacement porch will sufficiently replicate the original location, size, qualities and character of the building and thus complies with Criteria 1 through 8 of Section XII-6.C of the Urbana Zoning Ordinance. In terms of Criteria 9 (New Construction), the proposed work is compatible with the existing front porch. All materials with the exception of the stairs will be painted white to match the front porch. The applicant considered balustrades on the proposed porch; however through his research he discovered that the balustrades on the front porch are not original to the house and was installed to protect occupants from falling into window wells. (Of note, the applicant anticipates an additional Request for Certificate of Appropriateness in 2014 to fill in the window wells.) Since the balustrades were not original to the front porch, balustrades are not included in the proposed work for the east entry/exit porch. Overall, staff believes that the proposed porch replication is compatible with the existing architectural features and historic character of the house.

Options

The Historic Preservation Commission has the following options in this case:

1. Grant the requested Certificate of Appropriateness.
2. Grant the requested Certificate of Appropriateness, subject to certain conditions.
3. Deny the requested Certificate of Appropriateness. If the Commission finds the application is inconsistent with the criteria and denies the application, the Commission should provide the reasons for denial and may recommend to the applicant ways to comply with the criteria.

Should the Historic Preservation Commission choose to deny this application, the petitioner would have three options: (1) in case of a denial accompanied by a recommendation, amend the application, (2) apply for a Certificate of Economic Hardship with evidence that denial of this application is financially infeasible, or (3) appeal to City Council within 15 days of the notice (Articles XII-6.D through XII-6.E of the Urbana Zoning Ordinance).

Staff Recommendation

Based on the findings outlined herein, and without the benefit of considering additional evidence that may be presented at the public hearing, City staff recommends that the Historic Preservation Commission **APPROVE** a Certificate of Appropriateness to allow the work described herein with the following conditions:

1. All work **WITH THE EXCEPTION OF THE PORCH FLOOR** shall be constructed as stated in the application.

Attachments: Exhibit A: Location Map
 Exhibit B: Application

Exhibit C: Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

cc: Josh Daly, Mode 3 Architecture Inc.



Application for Certificate of Appropriateness

Historic Preservation Commission

NOV 20 2013
2:15 PM

APPLICATION AND REVIEW FEE – NO CHARGE

Although there is no fee to file an application for Certificate of Appropriateness, the Applicants are responsible for paying the cost of any legal publication fees. The fees usually run from \$75.00 to \$125.00. The applicant will be billed separately by the News-Gazette, if applicable.

DO NOT WRITE IN THIS SPACE - FOR OFFICE USE ONLY

Date Application Filed 11-20-2013 Case No. HP-2013-COA-05

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

1. APPLICANT CONTACT INFORMATION

Name of Applicant(s): **JOSH N. DALY** Phone: **217-621-3522**
Address (street/city/state/zip code): **301 N. NEIL STREET SUITE 400 CHAMPAIGN, IL 61820**
Email Address: **JOSH.DALY@COMCAST.NET**
Property interest of Applicant(s) (Owner, Contract Buyer, etc.): **REPRESENTATIVE OF OWNER**

2. OWNER INFORMATION

Name of Owner(s): **FREEMAN SUTTON MANSIONS LLC** Phone: **217-328-3030**
Address (street/city/state/zip code): **303 EAST GREEN STREET CHAMPAIGN, IL 61820**
Email Address: **NONE**

3. PROPERTY INFORMATION

Location of Subject Site: **504 WEST ELM STREET**
PIN # of Location:
Lot Size: _____
Current Zoning Designation: **MOR**
Current Land Use (vacant, residence, grocery, factory, etc): **MULTIFAMILY**
Legal Description: _____

4. CONSULTANT INFORMATION

Name of Architect(s): MODE 3 ARCHITECTURE INC. Phone: 217-621-3522
Address (street/city/state/zip code): 301 N. NEIL STREET SUITE 400 CHAMPAIGN 61820
Email Address: JOSH.DALY@COMCAST.NET

Name of Engineers(s): N/A Phone:
Address (street/city/state/zip code):
Email Address:

Name of Surveyor(s): N/A Phone:
Address (street/city/state/zip code):
Email Address:

Name of Professional Site Planner(s): N/A Phone:
Address (street/city/state/zip code):
Email Address:

Name of Attorney(s): MARC MILLER - MILLER & HENDREN Phone:

Address (street/city/state/zip code): P.O. BOX 980 CHAMPAIGN, IL 61824-0980
Email Address: DIANE@MHLAWOFFICE.COM

Historic Designation (Check One) - Landmark District

PROPOSED WORK FOR WHICH CERTIFICATE OF APPROPRIATENESS IS BEING REQUESTED

1. Describe and/or illustrate fully the proposed work to be done: *(Plans associated with building permit applications can be referenced. If approval of an addition or detached accessory building is requested, submit a site plan showing the measurements of the lot, the existing buildings and proposed changes and the front, back and side yard setbacks. If approval of a demolition is being requested, submit a site plan of the property and the structure(s) to be demolished.)*

REPLACEMENT OF EAST ENTRY / EXIT PORCH TO SIDE DOOR OF
APARTMENT. SEE ATTACHED ARCHITECTURAL DRAWINGS SHOWING THE
NEW WORK IN DETAIL. THE NEW WORK WILL REPLACE IN KIND TO WHAT
EXISTED BEFORE AS MUCH AS POSSIBLE. CURRENTLY, THE PORCH IS
DEEMED UNSAFE TO OCCUPY AND IS CLOSED OFF FOR IMMEDIATE REPAIR.

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-
2. Describe how the proposed work will change, destroy, or affect any external feature of the structure or site:

THE PROPOSED WORK WILL NOT CHANGE, DESTROY OR ALTER THE EXTERNAL FEATURES BUT INSTEAD REPLACE AN UNSAFE FALLING PORCH FOR OCCUPANT USE.

3. How will the proposed work affect the preservation, protection, perpetuation and economic use of the structure or district?

THE PROPOSED WORK WILL ENHANCE THE PROPERTY BY REPLACING IN KIND TO THE LOOK, FEEL, AND HISTORICALLY ACCURATE PROPORTIONS OF THE EXISTING PORCH IN A SAFE MANNER MEETING ALL CURRENT BUILDING CODES. THE PERPETUATION OF THE STRUCTURE WILL BE ENHANCED with this replacement FOR LONGEVITY AND USE BY OCCUPANTS.

4. Attach a statement indicating how the proposed work meets each applicable criterion provided in "EXHIBIT A", which is attached to this application form.

EVERY EFFORT HAS BEEN MADE TO REPLICATE THE SHAPE, FORM, SCALE, PROPORTIONS, DETAILS, TRIM PROFILES, ROOF, STEPS, AND FUNCTIONAL USE OF THE PORCH. MEASUREMENTS WERE TAKEN OF THE EXISTING PORCH AND INTEGRATED INTO THE DRAWINGS TO INSURE CORRECT SIZE. UNFORTUNATELY, THE EXISTING PORCH ELEMENTS ARE TOO FAR DETERIORATED TO SALVAGE. A REPLICA OF THE PORCH WILL BE BUILT USING NEW MATERIAL WITH LONG LIFE SPAN.

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5. State any additional information which you feel the Zoning Administrator or the Historic Preservation Commission should consider in issuing a Certificate of Appropriateness for the proposed work:

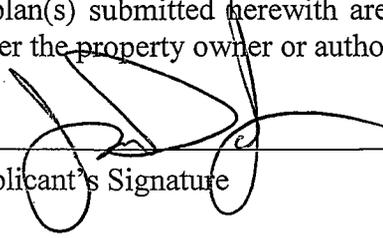
THE PORCH HAS ALWAYS LACKED A GUTTER. THIS WAS THE EVENTUAL CULPRIT THAT LEAD TO ITS DEMISE OVER THE YEARS. THE NEW PORCH HAS A WHITE RESIDENTAL GUTTER APPLIED TO THE FACIA BOARD TO PROPERLY DRAIN THE ROOF PER CODE. THIS WILL KEEP WATER OFF THE STEPS PROHIBITING AN UNSAFE CONDITION. THE GUTTER WILL BE THE SAME SIZE AND PROFILE AS USED ON THE REST OF THE BUILDING ROOFS AND PORCHES ELSEWHERE. ALSO, THE PORCH STEPS LACKED A HANDRAIL. THIS WILL BE ADDED TO THE STEPS ON BOTH SIDES TO MEET BUILDING CODE FOR OCCUPANT USE.

NOTE: If additional space is needed to accurately answer any question, please attach extra pages to the application.

By submitting this application, you are granting permission for City staff to post on the property a temporary yard sign announcing the public hearing to be held for your request.

CERTIFICATION BY THE APPLICANT

I certify all the information contained in this application form or any attachment(s), document(s) or plan(s) submitted herewith are true to the best of my knowledge and belief, and that I am either the property owner or authorized to make this application on the owner's behalf.



Applicant's Signature

11-20-13
Date

FOR OFFICE USE ONLY:

ZONING ADMINISTRATOR AND CHAIR REPORT

Minor Works Determination:

- The proposed work described in Section 3 of this application, and/or illustrated in drawings or plans attached as part of this application constitute minor works as defined by the Zoning Ordinance.

- The proposed work described in Section 3 of this application, and/or illustrated in drawings or plans attached as part of this application do **not** constitute minor works as defined in the Zoning Ordinance. This application for Certificate of Appropriateness is hereby forwarded to the Urbana Historic Preservation Commission for review and determination.

Zoning Administrator (or designee) _____ Date _____

DESIGN REVIEW DETERMINATION FOR MINOR WORKS:

- The minor works described in Section 3 of this application, and/or illustrated in drawings or plans attached as part of this application conform to the review criteria established in the Zoning Ordinance in the manner described.

A certificate of Appropriateness is hereby issued for work described in this application only.

- The minor works described in Section 3 of this application, and/or illustrated in drawings or plans attached as part of this application do not conform to the review criteria established in the Zoning Ordinance in the manner described.

A Certificate of Appropriateness is hereby denied. At the request of the applicant, this application may be forwarded to the Historic Preservation Commission for review and consideration.

Zoning Administrator (or designee) _____ Date _____

Commission Chair _____ Date _____

Exhibit "A"

(Please respond to the Criteria a through h, indicated by the underlined text)

Review Criteria for Certificate of Appropriateness.

In making a determination whether to issue or deny a Certificate of Appropriateness, if the proposed activities cannot be considered "minor works" as identified in Table XII-1 and Table XII-2, the Historic Preservation Commission shall consider, among other things, the effect of the proposed alteration, relocation, construction, removal or demolition upon the exterior architectural features and upon the historic value, characteristics and significance of the landmark or of the historic district.

The criteria to be used by the Preservation Commission in making its determination shall include, but not be limited to:

1. The maintenance of the significant original qualities or character of the buildings, structures, sites or objects including, if significant, its appurtenances. The removal or alteration of any historic or distinctive architectural features should be avoided whenever possible.
2. The compatibility of proposed new additions and new construction to the original architecture or the landmark or styles within the historic district shall be evaluated against the following general guidelines:
 - a. *Height*: The height of the proposed building or structure or additions or alterations should be compatible with surrounding buildings or structures.
 - b. *Proportions of structure's front façade*: The proportion between the width and height of the proposed building or structure should be compatible with nearby buildings or structures.
 - c. *Proportions of openings into the facility*: The proportions and relationships between doors and windows should be compatible with existing buildings and structures.
 - d. *Relationship of building masses and spaces*: The relationship of a building or structure to the open space between it and adjoining buildings or structures should be compatible.
 - e. *Roof shapes*: The design of the roof should be compatible with that of adjoining buildings and structures.
 - f. *Appurtenances*: Use of appurtenances should be sensitive to the individual building or structure, its occupants and their needs.
 - g. *Scale of building or structure*: The scale of the building or structure should be compatible with that of surrounding buildings or structures.
 - h. *Directional expression of front elevation*: Street façades should blend in with other buildings and structures with regard to directional expression when adjacent buildings or structures have a dominant horizontal or vertical expression.

Exhibit “A” Continued

(Please feel free to respond to the Criteria a through j, if they are applicable)

The Secretary of the Interior’s “Standards for Historic Preservation Projects”, as revised from time to time, as follows:

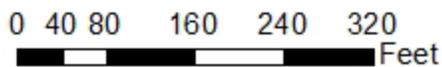
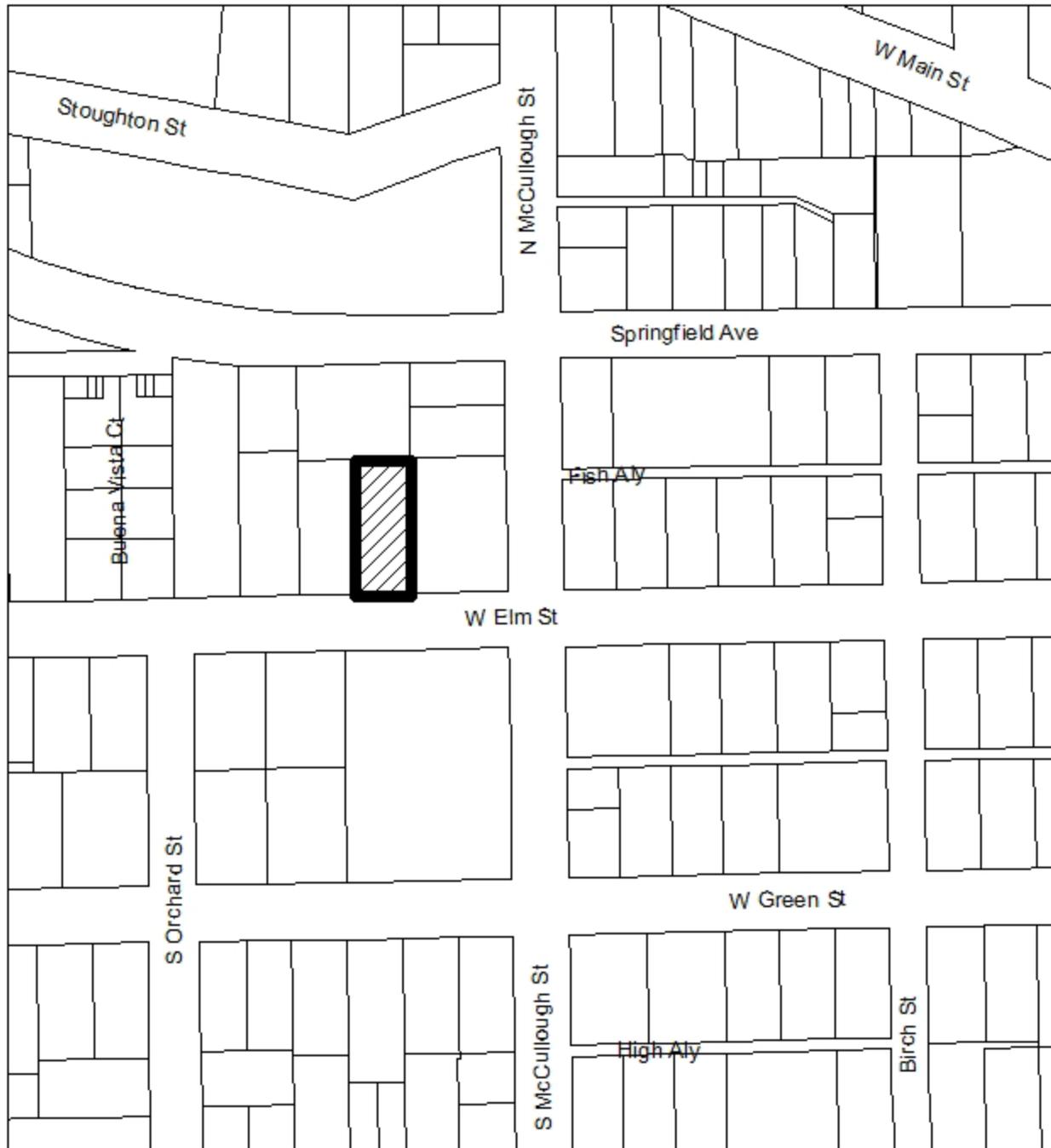
- a. Every reasonable effort shall be made to use a property for its originally intended purpose, or to provide a compatible use for a property that requires minimal alteration of the building, structure, site or object and its environment.
- b. The distinguishing historic qualities or character of a building, structure, site or object and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
- c. All buildings, structures, sites and objects shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
- d. Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, site or object and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
- e. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, site or object shall be treated with sensitivity.
- f. Deteriorated architectural features shall be repaired rather than replaced, wherever feasible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings, structures, sites or objects.
- g. The surface cleaning of buildings, structures, sites or objects shall be undertaken utilizing the gentlest means possible. Sandblasting and other cleaning methods that may damage the historic building materials shall not be undertaken.
- h. Every reasonable effort shall be made to protect and preserve archeological resources affected by or adjacent to any project.
- i. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- j. Wherever possible, new additions or alterations to buildings or structures shall be done in such manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would remain unimpaired.

PLEASE RETURN THIS FORM ONCE COMPLETED TO:

City of Urbana
Community Development Department Services
Planning Division
400 South Vine Street, Urbana, IL 61801
Phone: (217) 384-2440
Fax: (217) 384-2367



Location Map



Case: HP-2013-COA-05
Subject: Certificate of Appropriateness to replace east entry/exit porch
Location: 504 W. Elm, Urbana
Petitioner: Josh Daly, representative of owner: Freeman Sutton Mansions LLC

 Subject Property


STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

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 shall 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 a 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-
The Approach
Exterior Materials
[Masonry](#)
[Wood](#)
[Architectural Metals](#)
Exterior Features
[Roofs](#)
[Windows](#)
[Entrances + Porches](#)
[Storefronts](#)
Interior Features
[Structural System](#)
[Spaces/Features/Finishes](#)
[Mechanical Systems](#)
Site
Setting
Special Requirements
[Energy Efficiency](#)
[New Additions](#)
[Accessibility](#)
[Health + Safety](#)
THE STANDARDS
Guidelines for Rehabilitation-->
HISTORICAL OVERVIEW - PRESERVING - rehabilitating - RESTORING - RECONSTRUCTING
main - credits - email