EXHIBIT "A"

Approved:

*City Council*_____
(date)

PRESERVATION GUIDELINES FOR
Tuttle-Schaupp House
3008 O Street

1. Architectural Review of Landmark:

a. Photographs: On file in Planning Department.
b. Important architectural features: 2 ½ story frame house with wrap-around one-story porch on south and west facades; steep gable roof with palladian window in south attic gable-end; gable dormers in west and east pitches of roof. Wide eaves with horizonal "brackets" and dentils. Large double-hung windows, small leaded-glass window on east side; two story polygonal bay window on west side. Limestone foundation.
c. Important landscape features: high terraced site, large conifers in front (south) yard.
d. Architectural style and date: American foursquare, ca. 1902
e. Additions and modifications: asbestos siding, infill of center portion of front (south) porch.

2. Notice of Work Needing Certificate:

A. A Certificate for Certain Work can be granted by the Preservation Commission or, in certain instances, by the Director of Planning. The application for the Certificate can be obtained from and should be filed with the Building and Safety Department. The following work to be conducted on the Landmark requires the procurement of a Certificate for Certain Work:

1. Exterior work requiring a Building Permit as defined in the Lincoln Building Code, including additions. Before conducting exterior work, check with the City Building and Safety Department to determine whether a Building Permit is necessary;
2. Demolition of a structure or portion of a structure as defined in the Lincoln Building Code;
3. Work involving:
   a. Addition of paving materials south or west of building;
   b. Addition of fencing and walls visible from North 30th or O Streets;
   c. Replacement of exterior material and trim or visible roofing materials;
   d. Cleaning and maintenance of exterior masonry;
   e Replacement of doors, storm doors, door frames, windows, storm windows, and screens (excluding seasonal) on facades visible from the streets;
   f. Addition of awnings;
   g. Placement of mechanical systems, such as but not limited to, window air conditioners, solar collectors, etc.;
   h. The addition or replacement of signs;
   i. Moving structures on or off the site;
   j. Installation of electrical, utility, and communications services on principal (south and west) facades;
   k. Placement of high intensity overhead lighting, antennae, and utility poles within the area of the south and west facades.

B. The following work to be conducted on the Landmark does not require the procurement of a Certificate for Certain Work:

1. Changes involving routine maintenance and repair for the general cleaning and upkeep of the building but which include no direct physical change in design or material;
2. Changes involving color and landscaping, except as previously noted;
3. Interior changes involving no exterior alteration.

C. The penalty upon conviction for conducting work which requires a Certificate for Certain Work without procuring the Certificate or for doing work contrary to an issued Certificate is a fine not to exceed $100.00. Each and every day that such violation continues after notification may constitute a separate offense. The City of Lincoln may also pursue the remedies of injunction, mandamus, or other appropriate action to correct a violation.

3. **Standards for Owner and Preservation Commission:**

The following standards serve as a guide to the Landmark property owner in the preservation of their building. It is also intended that these Standards will aid the Commission in making decisions regarding issuance or denial of a Certificate.

When a decision on issuing or denying a Certificate is requested, the more definitive the presentation by the applicant, the easier it will be to convey and comprehend the effect of the proposed change. The owner or representative should plan to attend the public hearing to discuss the proposed work. When an application is being reviewed, it will be the responsibility of the applicant to demonstrate that the new work is compatible with these Standards.

A strict interpretation of these guidelines may be waived by the Preservation Commission if the applicant develops a design solution which meets the spirit and intent of the Historic Preservation Ordinance. In addition, although the owner of the landmark must receive Certificates for work identified above, a broader interpretation of the Guidelines for this property may be allowed by the Preservation Commission.

A. New Construction:

1. Accessory Buildings:
   Accessory buildings shall be compatible with the design of the existing building and shall be as unobtrusive as possible.

B. Alterations:

1. Additions shall complement the style of the structure while being subordinate to the original structure. Additions shall not imitate architectural styles which pre-date that of the historic structure. The appearance of the south and west facades of the building shall not be altered unless the design is sensitive to the historic and architectural character of the building. Alterations on the east and north sides should be compatible with the existing building in scale, color, texture, and the proportion of solids to voids. Materials and architectural details used in such alterations and additions shall complement those on the existing building.

2. Roofs: The form of the roof shall not be changed.

3. Trim: Changes in the existing exterior trim of the building, other than painting or repair, shall be based on physical evidence of missing features, documentation, or careful consideration of closely relevant examples, preferably drawn from Lincoln. Any replaced or repaired portions of the trim that are visible and above grade, including, but not limited to moldings, cornices, doors, and windows, shall match the original members in scale, design, and appearance. Replication of original materials is preferred; alternate materials of similar appearance will be considered on a case-by-case basis.

4. Openings: Original windows, doors, or hardware shall not be removed when they can be restored, repaired, and reused. If the original glass, sash, hardware, and doors cannot be repaired and retained, then they shall be replaced with new units that duplicate the original in size, material, and appearance. If necessary, replacement of these items with non-original materials may be allowed on a case-by-case basis, if their appearance is very similar to the original, and the owner presents compelling evidence comparing various alternatives.

   Additional openings, or changes in the size of the existing openings, shall not be made unless the change is compatible with the style and period of the building.

   Metal, vinyl, or fiberglass awnings, hoods, or shutters that would detract from the existing character or appearance of the building shall not be used.

C. Repair:

1. Repairs in General: Repairs in materials that duplicate the original in composition, texture, and appearance are encouraged. Repairs with new materials that duplicate the original in texture and appearance also may be permitted. Repairs in materials that do not duplicate the original appearance may be permitted on an individual basis if the repairs are compatible with the character and materials of the existing building and if repairs that duplicate the original in appearance are not available.

2. Masonry: The cleaning of exterior masonry shall not be done in a manner to harm or alter the original surface of the materials. Sandblasting of masonry is prohibited.

D. Demolition:

The Landmark or significant portions thereof shall not be demolished except pursuant to Lincoln Municipal Code Section 27.57.150(b), Section 27.57.160, or Section 27.57.170. The moving of the Landmark is discouraged; however, moving is preferred to demolition.

E. Other:

1. Mechanical Systems:

   Necessary mechanical services shall be installed in areas and spaces that require the least possible alteration to the exterior structural condition and physical appearance of the

Exterior electrical, television and telephone cables should be installed in places where they will be visually unobtrusive. Television antennae and mechanical equipment such as air conditioners and solar panels should be placed in as inconspicuous a location as possible. The installation of such equipment shall not adversely affect the principal (south and west) street facades.

2. Signs:

   Any exterior signs shall be compatible with the historic and architectural character of the building. Freestanding signs, detached from the building but not blocking vistas of the principal facades, are preferred. Any street address designation shall also be compatible with the historic and architectural character of the building.

3. Fencing and Walls:

   Chain link or similar security-type wire fences are prohibited in the front south and west yards. All new fencing and walls shall be compatible with the historic and architectural character of the building.

4. Paving:

   New paving to create space for parking shall be reviewed for its impact on the design character of the landmark and site. New sidewalks and drives shall be sensitive to the historic and architectural character of the building. Original walks shall be maintained.

5. Landscaping:

   Original environmental features shall be maintained. Original and new plantings shall be trimmed so as to frame the architecture, rather than concealing it. New plantings and outdoor appurtenances shall be compatible with the historic and architectural character of the property.