

City Council Introduction: **Monday**, July 9, 2001
Public Hearing: **Monday**, July 16, 2001, at **1:30 p.m.**

Bill No. 01-108

FACTSHEET

TITLE: CHANGE OF ZONE NO. 70HP, requested by the Rho Chapter House of Kappa Alpha Theta Fraternity (a sorority), for a landmark designation for the Kappa Alpha Theta Sorority House, on property located at 1545 "S" Street.

STAFF RECOMMENDATION: Approval.

SPONSOR: Planning Department

BOARD/COMMITTEE: Planning Commission
Public Hearing: 06/27/01
Administrative Action: 06/27/01

RECOMMENDATION: Approval (6-0: Newman, Taylor, Carlson, Steward, Schwinn and Bayer voting 'yes'; Duvall, Hunter and Krieser absent).

FINDINGS OF FACT:

1. The Planning staff recommendation to **approve** this landmark designation is based upon the "Analysis" as set forth on p.3, concluding that designation of the Kappa Alpha Theta House as a Landmark appears to be consistent with the Comprehensive Plan and with Chapter 27.57 of the Zoning Code (Historic Preservation District).
2. Ed Zimmer, the Historic Preservation Planner, presented the application (See Minutes, p.5).
3. There was no testimony in opposition.
4. On June 27, 2001, the Planning Commission voted 6-0 to agree with the staff recommendation of approval.

FACTSHEET PREPARED BY: Jean L. Walker

DATE: July 2, 2001

REVIEWED BY: _____

DATE: July 2, 2001

REFERENCE NUMBER: FS\CC\FSCZ70HP

LINCOLN/LANCASTER COUNTY PLANNING STAFF REPORT

PAS: Change of Zone #70HP
Landmark District Designation

DATE: June 15, 2001

PROPOSAL: The Rho Chapter House of Kappa Alpha Theta Fraternity (a sorority) has requested landmark designation for the Kappa Alpha Theta Sorority House at 1545 S Street.

GENERAL INFORMATION:

APPLICANT: Rho Chapter House Corp. of Kappa Alpha Theta Fraternity
1545 S Street
Lincoln, NE 68508
(402)420-1234

CONTACT: Loel P. Brooks
Suite 984
Wells Fargo Center
Lincoln, NE 68508
(402)476-3300

LOCATION: West side of N. 16th Street, north of S Street.

REQUESTED ACTION: Approval of landmark designation.

ASSOCIATED REQUEST: None.

LEGAL DESCRIPTION: The north 58 feet of Lot C of the County Clerk's Subdivision of Lot 29 of Little's Subdivision, and the east 55 feet of the north 100 feet and the south 50 feet of the north 150 feet of Lot 30 of Little's Subdivision, Lincoln, Lancaster County, Nebraska, (SW 1/4 Sect 24-T10N-R6E).

EXISTING ZONING: R-7 Residential.

SIZE: 16,875 square feet, more or less.

EXISTING LAND USE: Sorority chapter house.

SURROUNDING LAND USE AND ZONING: P (Public Use–University of Nebraska) nearby to all sides; O-2 (office, used by sorority house) to south; R-7 (Residential, used by sorority and fraternity houses) to north, east, and west. The surrounding land is predominantly used for student housing in the form of "Greek" chapter houses.

HISTORY: This sorority house was built in 1925 at the height of "Greek" house construction on the east and south edges of the expanding UNL campus. The "Greek Row" area was recognized as a historic district listed on the National Register of Historic Places in 1997.

SPECIFIC INFORMATION:

UTILITIES: This area is served by all City utilities.

PUBLIC SERVICE: This area is served by all City public services.

ESTHETIC CONSIDERATIONS:

This sorority house stands on S Street at 16th Street in the heart of Greek Row. Designation as a landmark would implement Preservation Guidelines and design review of exterior changes, assisting the House Corporation in maintaining the historic and architectural character of the house.

ALTERATIVE USES:

Approval of this application would not change the permitted uses in the zoning district.

ANALYSIS:

1. Lincoln Municipal Code, section 27.57.120 provides for designation of landmarks that are *"Associated with events, person, or persons who have made a significant contribution to the history, heritage, or culture of the City of Lincoln, the County of Lancaster, the State of Nebraska, or the United States"* or that *"Represent a distinctive architectural style or innovation..."*
2. The Historic Preservation Commission held a public hearing on this matter and voted unanimously to recommend that the Kappa Alpha Theta House be recognized as a Lincoln Landmark for its architectural character as a design by Davis and Wilson, Lincoln architects who designed many of the houses of "Greek Row." and for its historic association with the establishment of a concentrated area of "Greek" chapter houses at UNL.
3. Preservation guidelines for the proposed landmark are attached. They are based on the Secretary of the Interiors Standards and Guidelines for historic preservation and rehabilitation, which are also the guidelines used in the Haymarket Landmark District.
4. The application is enclosed.
5. The owners are requesting landmark designation for the protection of the house, and to benefit by the review of Historic Preservation Commission of any future changes to the building. Furthermore, the University of Nebraska Foundation is collaborating with individual house corporations to develop dedicated funds through which donors can assist in the preservation of specific chapter houses. The Foundation encourages landmark designation, in order that the appropriateness of funded work on chapter houses be reviewed. This designation therefore allows the City to use its existing historic preservation program and procedures to partner with the property owner and the University Foundation.
6. The listing of Greek Row Historic District on the National Register in 1997 recognizes its historic and architectural significance, but lends little protection except in the case of federal undertakings. This voluntary application for Lincoln Landmark designation offers more substantial protection and offers a model which other chapter houses may follow.

7. The Comprehensive Plan of 1994 includes as a strategy (p. 183) to "Continue efforts to inventory, research, and evaluate the significance of the full range of historic resources throughout Lancaster County, designating landmarks and districts through the local preservation ordinance and the National Register of Historic Places."

CONCLUSION: Designation of the Kappa Alpha Theta House as a Landmark appears to be consistent with the Comprehensive Plan and with Chapter 27.57 of the Zoning Code (Historic Preservation District).

STAFF RECOMMENDATION: Approval

Prepared by:

Edward F. Zimmer, Ph. D.
Historic Preservation Planner

CHANGE OF ZONE NO. 70HP

PUBLIC HEARING BEFORE PLANNING COMMISSION:

June 27, 2001

Members present: Newman, Taylor, Carlson, Steward, Schwinn and Bayer; Duvall, Hunter and Krieser absent.

Planning staff recommendation: Approval.

Ed Zimmer of Planning staff and Historic Preservation Planner, presented the application and showed photographs. This sorority house has a prominent location at the corner of 16th and S, being built in 1925. It is within the Greco National Register District and is the third of which has applied for local landmark status. The purpose is that the University Foundation has been working with individual chapter corporations to establish funds and the University Foundation has asked those chapter houses to work with the local landmark procedure. We are using existing procedures and cooperation between the owners, University and the city to try to enhance the voluntary preservation of these houses. While the name of this organization is a fraternity, that name applies in this case to a sorority.

The more prominent side is its back side toward 16th Street. It is a colonial revival style building of red brick. A certain number of the interior features are also identified for preservation at the request of the owner and the University Foundation. The main parlor, a secondary parlor and a first floor library space have been identified in the guidelines. The Historic Preservation Commission has recommended unanimous approval.

Steward wondered how many other properties Zimmer believes will ultimately qualify for landmark designation. Zimmer believes there are about 2 dozen contributing properties within this district. He has had further inquiries from a couple more. He anticipates that we may see a continued one or two per year for some time to come.

Carlson clarified that the district has historic designation but does not have local landmark designation. Zimmer explained that it was started as a national historic district, which does not impose conditions on individual owners. It was a method to identify the overall resource--that it is a strong district and does contribute to the unique character--but guidelines were not imposed on individual houses unless they sought and accepted those.

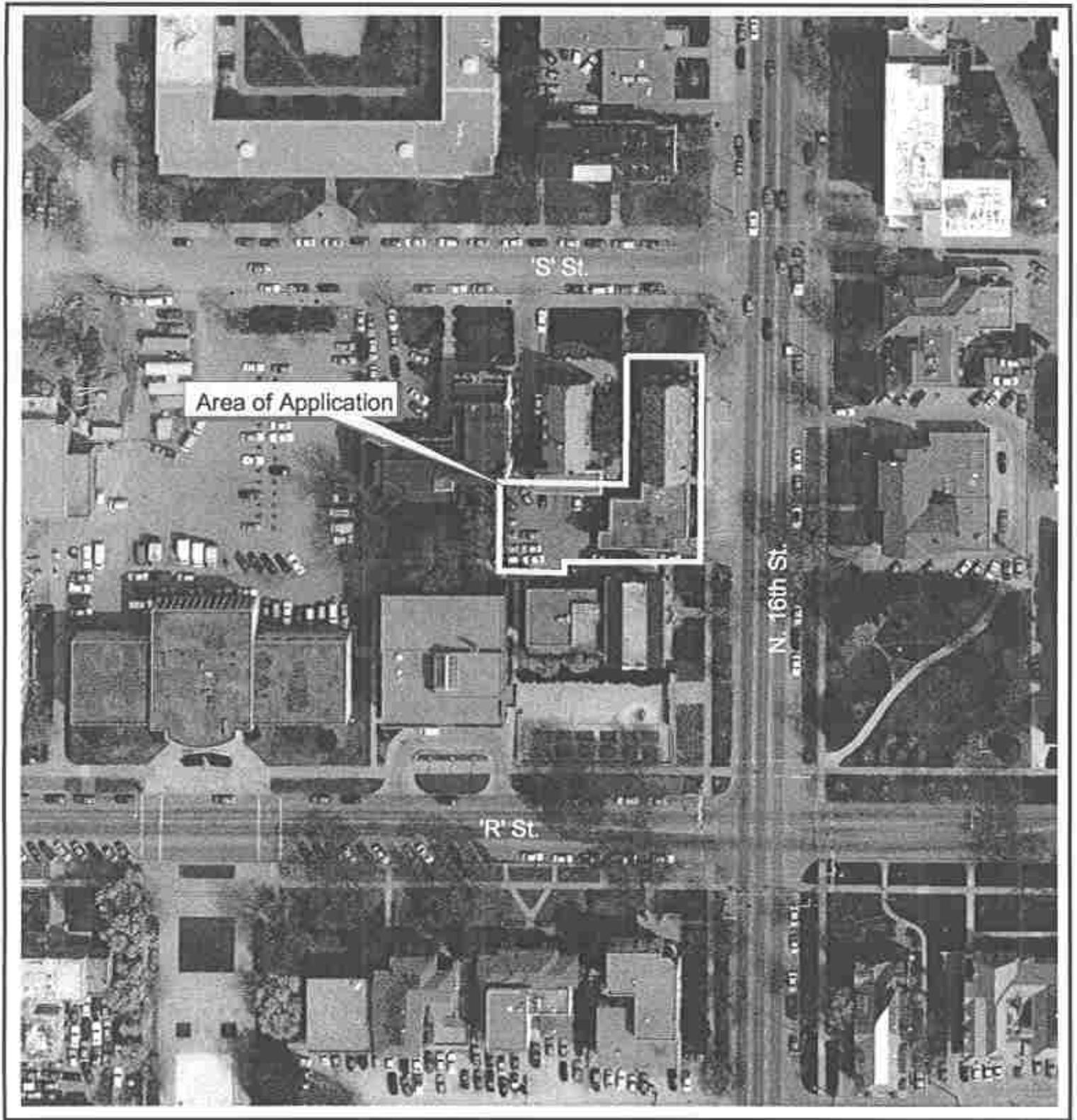
There was no testimony in opposition.

Public hearing was closed.

ADMINISTRATIVE ACTION BY PLANNING COMMISSION:

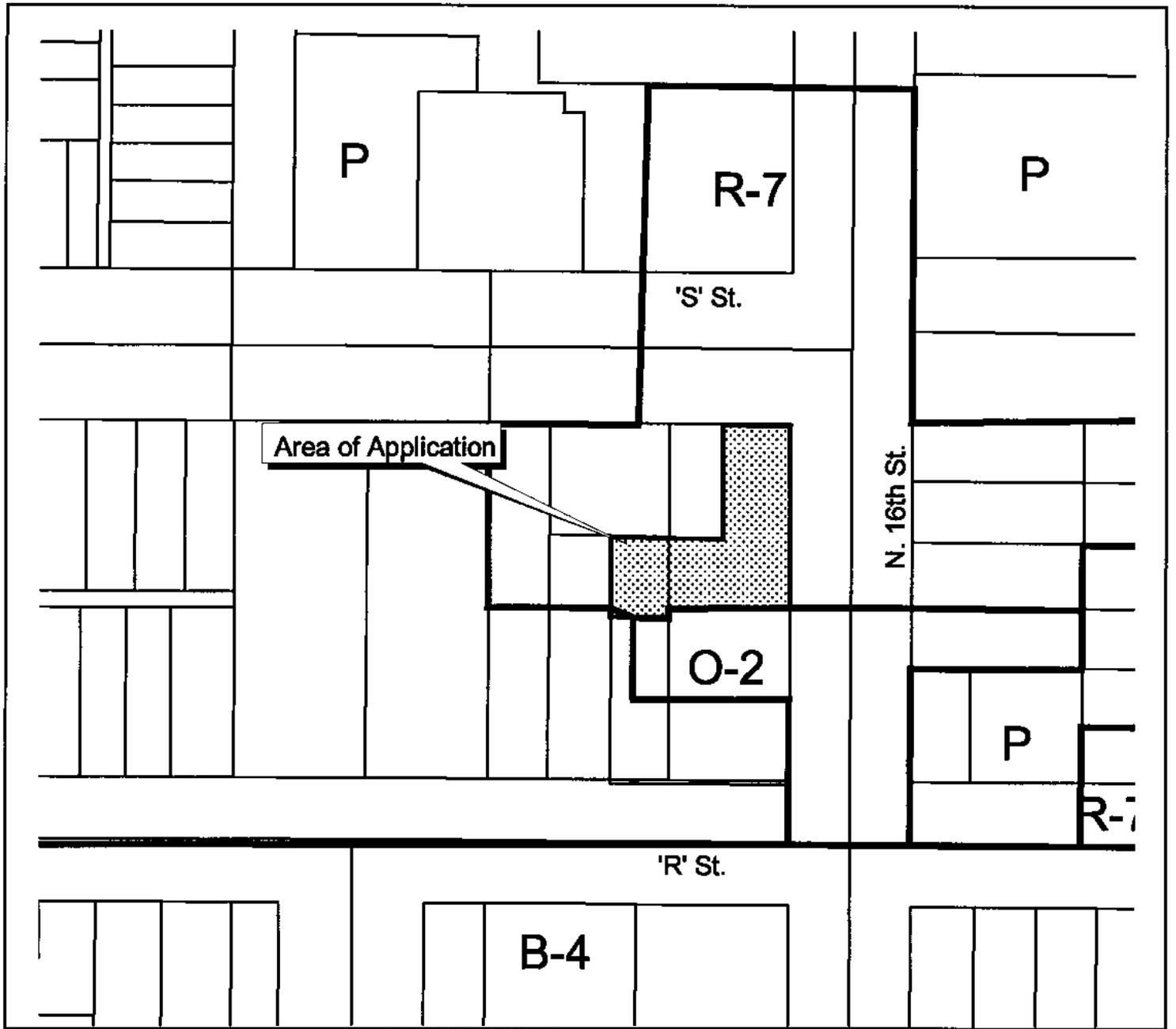
June 27, 2001

Schwinn moved approval, seconded by Newman and carried 6-0.



**Change of Zone #70HP
1545 'S' St.**



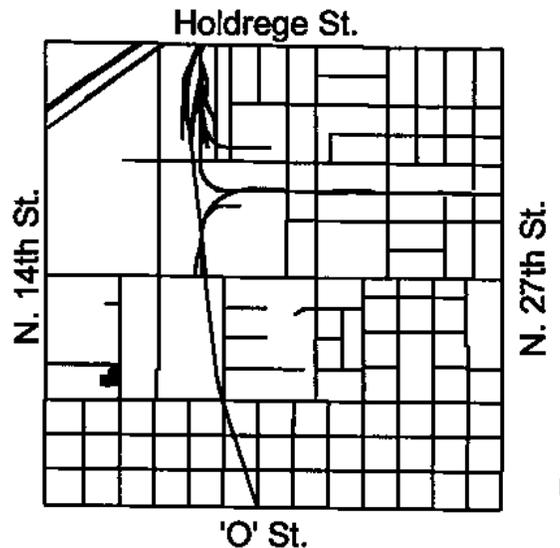
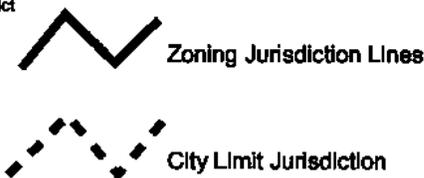


**Change of Zone #70HP
1545 'S' St.**

Zoning:

- R-1 to R-8 Residential District
- AG Agricultural District
- AGR Agricultural Residential District
- R-C Residential Conservation District
- O-1 Office District
- O-2 Suburban Office District
- O-3 Office Park District
- R-T Residential Transition District
- B-1 Local Business District
- B-2 Planned Neighborhood Business District
- B-3 Commercial District
- B-4 Lincoln Center Business District
- B-5 Planned Regional Business District
- H-1 Interstate Commercial District
- H-2 Highway Business District
- H-3 Highway Commercial District
- H-4 General Commercial District
- I-1 Industrial District
- I-2 Industrial Park District
- I-3 Employment Center District
- P Public Use District

One Square Mile
Sec. 24 T10N R6E



007

BROOKS, PANSING BROOKS, PC, LLO

Attorneys At Law

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1248 "O" Street
Lincoln, Nebraska 68508-1424

Telephone (402) 476-3300
Facsimile (402) 476-6368
www.brookspanlaw.com

May 4, 2001

Loel P. Brooks
LBrooks@brookspanlaw.com

Historic Preservation Commission
c/o Mr. Ed Zimmer
555 South 10th Street
Lincoln, Nebraska 68508

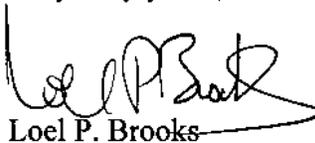
Re: Application for Historic Designation

Dear Mr. Zimmer:

On behalf of the Rho Chapter House Corporation of Kappa Alpha Theta Fraternity, a Nebraska nonprofit corporation, I respectfully request that the Historic Preservation Commission hear and act upon its Application for Historic Designation at the Commission's next meeting. Prompt action of the Commission will greatly benefit the Chapter's ability to move forward with the planning and fundraising necessary to make significant improvements to the Chapter House this calendar year.

Enclosed is a filing fee in the amount of Two Hundred Ninety Dollars (\$290.00) for the Chapter's Application. Please feel free to contact me with any questions or comments you might have. Thank you for your kind assistance.

Very truly yours,



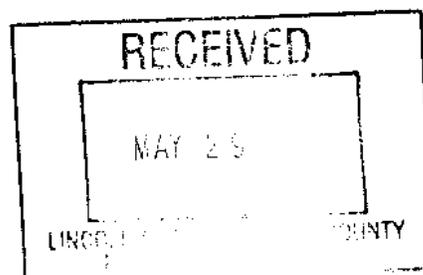
Loel P. Brooks

LPB/aet

Enclosure

cc: Patty Pansing Brooks
Rho Board of Directors

108.013



008

DEPARTMENTAL COMMUNICATION

TO: **Planning Commission**
DEPT:
CC: **file**

DATE: **May 29, 2001**
FROM: **Ed Zimmer** 
DEPT: **Planning**

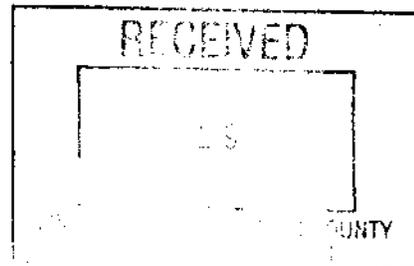
RE: **Recommendation by Historic
Preservation Commission
regarding landmark designation
of Kappa Alpha Theta sorority
house, 1545 S Street**

On May 17, 2001, the Historic Preservation Commission held a public hearing on an application by Patty Pansing Brooks to designate Kappa Alpha Theta sorority house as a Lincoln Landmark.

After viewing slides depicting the building, the Commission voted unanimously recommend the property to the Planning Commission and City Council for designation as a landmark, based on a finding that:

Kappa Alpha Theta is a characteristic contributing historic resource in the heart of the Greek Row Historic District, clearly embodying a period revival architectural style (Federal Revival), executed in 1925 by the significant Lincoln architects Davis & Wilson.

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APPLICATION FOR LANDMARK OR LANDMARK DISTRICT DESIGNATION
ADDENDUM TO PETITION TO AMEND THE ZONING ORDINANCE
LINCOLN, NEBRASKA

1. NAME

Historic
and/or Common
NeHBS Site #

Kappa Alpha Theta

LC13:D9-519

2. LOCATION

Address 1545 S Street, Lincoln, NE 68508

3. CLASSIFICATION

Proposed Designation

Landmark District
 Landmark

Present Use

agriculture
 commercial
 educational
 entertainment
 other (sorority house)
 government

Category

district
 building(s)
 structure

site
 object

industrial
 military
 museum
 park
 private residence

religious
 scientific
 transportat'n

4. OWNER OF PROPERTY

Name
Address:

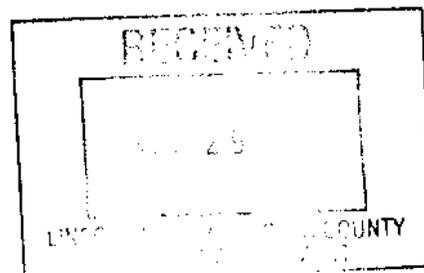
KAPPA ALPHA THETA BLDG ASSOC
2900 S 31 ST LINCOLN NE 68502

5. GEOGRAPHICAL DATA

Legal Description

The north 58 feet of Lot C of County Clerk's Subdivision of Lot 29 of Little's Subdivision, and the east 55 feet of the north 100 feet and the south 50 feet of the north 150' of Lot 30 of Little's Subdivision, Lincoln, Lancaster County, Nebraska.

Number of Acres or Square Feet: **less than one acre**



6. REPRESENTATION IN EXISTING SURVEYS

Title **Historic and Architectural Site Survey of Lincoln, NE**

Date 1996 State ___ County ___ x Local

Depository for survey records: Lincoln/Lancaster County Planning Dept., 555 S. 10th Street, Lincoln, NE 68508

Is proposed Landmark or Landmark District listed in the National Register?

X yes, within the Greek Row Historic District, listed 1997.
___ no

7. DESCRIPTION AND HISTORY

Condition

X excellent ___ deteriorated ___ unaltered x original site
x good ___ ruins ___ altered ___ moved date ___
___ fair ___ unexposed

DESCRIPTION:

Kappa Alpha Theta Sorority House is one of the best examples within the Greek Row Historic District of Federal Revival style architecture, and was designed in 1925 by Davis and Wilson, Lincoln's leading architectural firm at that time. The 2 1/2 story red brick building has a gambrel roof of slate with shed dormers providing a third story. The house is oriented with its main entrance and semi-circular Doric portico facing to the west, towards Alpha Omicron Pi (1541 S Street). Together the two sororities create a small courtyard off S Street.

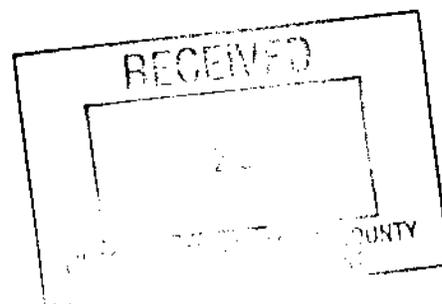
The rough red brick is laid in Flemish bond and the house is further ornamented with limestone lunettes above the floor-length windows on the first story. The windows have panelled shutters with kite-shaped cut-outs. Two windows on the south facade (towards S Street) flank an endwall chimney. The principal west facade was originally six bays long, but was organized with five bays symmetrically arranged around a central entrance, and the sixth, southernmost bay treated as a "wing." A two story extension was added at the south end in 1952, forming an "L" off the southern end of the original building. Its red brick and two story height make the addition quite compatible with the original house, while the perpendicular placement allows the wing to read as clearly subsidiary to the main building.

The "back" of the house is prominently placed, facing east toward 16th Street. The first floor windows have arched lunettes, as on the north and west sides, and at the center is a Palladian window.

The key historic interior spaces of the house are the entranceway/main stairhall, the north main parlor, a small parlor east of the stairhall, and a panelled library south of the small parlor.

HISTORY:

The Rho chapter of Kappa Alpha Theta was installed at the University of Nebraska in 1887. The sorority lodged in several locations prior to building on S Street, including 1035 J (1904, brick double house at SW corner of 11th & J), 423 N. 13th (by 1908, into 'teens), and 1548 R by 1920. The Lincoln



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architects Davis and Wilson, who designed a half dozen Greek chapter houses in Greek Row, prepared the plans for Kappa Alpha Theta in 1925. Baker & Holder were contractors for the project, which was estimated to cost \$29,000.

The south addition was made in 1952, nearly doubling the size of the sorority house, but not impeding the clarity of the original major facades.

8. SIGNIFICANCE

<u>Period</u>	<u>Areas of Significance-Check and justify</u>	
<input type="checkbox"/> prehistoric	<input type="checkbox"/> archeology-prehistoric	<input type="checkbox"/> landscape architecture
<input type="checkbox"/> 1400-1499	<input type="checkbox"/> archeology-historic	<input type="checkbox"/> law
<input type="checkbox"/> 1500-1599	<input type="checkbox"/> agriculture	<input type="checkbox"/> literature
<input type="checkbox"/> 1600-1699	<input checked="" type="checkbox"/> architecture	<input type="checkbox"/> military
<input type="checkbox"/> 1700-1799	<input type="checkbox"/> art	<input type="checkbox"/> music
<input type="checkbox"/> 1800-1899	<input type="checkbox"/> commerce	<input type="checkbox"/> philosophy
<input checked="" type="checkbox"/> 1900-	<input type="checkbox"/> communications	<input type="checkbox"/> politics/government
	<input type="checkbox"/> community planning	<input type="checkbox"/> religion
	<input type="checkbox"/> conservation	<input type="checkbox"/> science
	<input type="checkbox"/> economics	<input type="checkbox"/> sculpture
	<input checked="" type="checkbox"/> education	<input type="checkbox"/> social/humanitarian
	<input type="checkbox"/> engineering	<input type="checkbox"/> theater
	<input type="checkbox"/> exploration/settlement	<input type="checkbox"/> transportation
	<input type="checkbox"/> industry	<input type="checkbox"/> other (specify)
	<input type="checkbox"/> invention	

Specific dates: 1925

Builder/Architect: Davis & Wilson (architects), Baker & Holder (contractors)

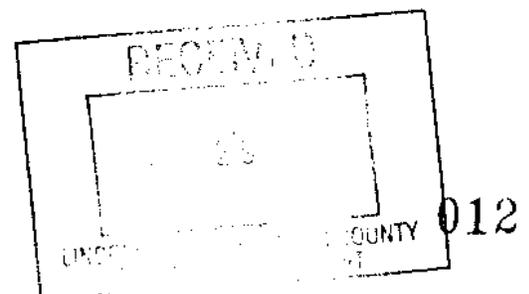
Statement of Significance:

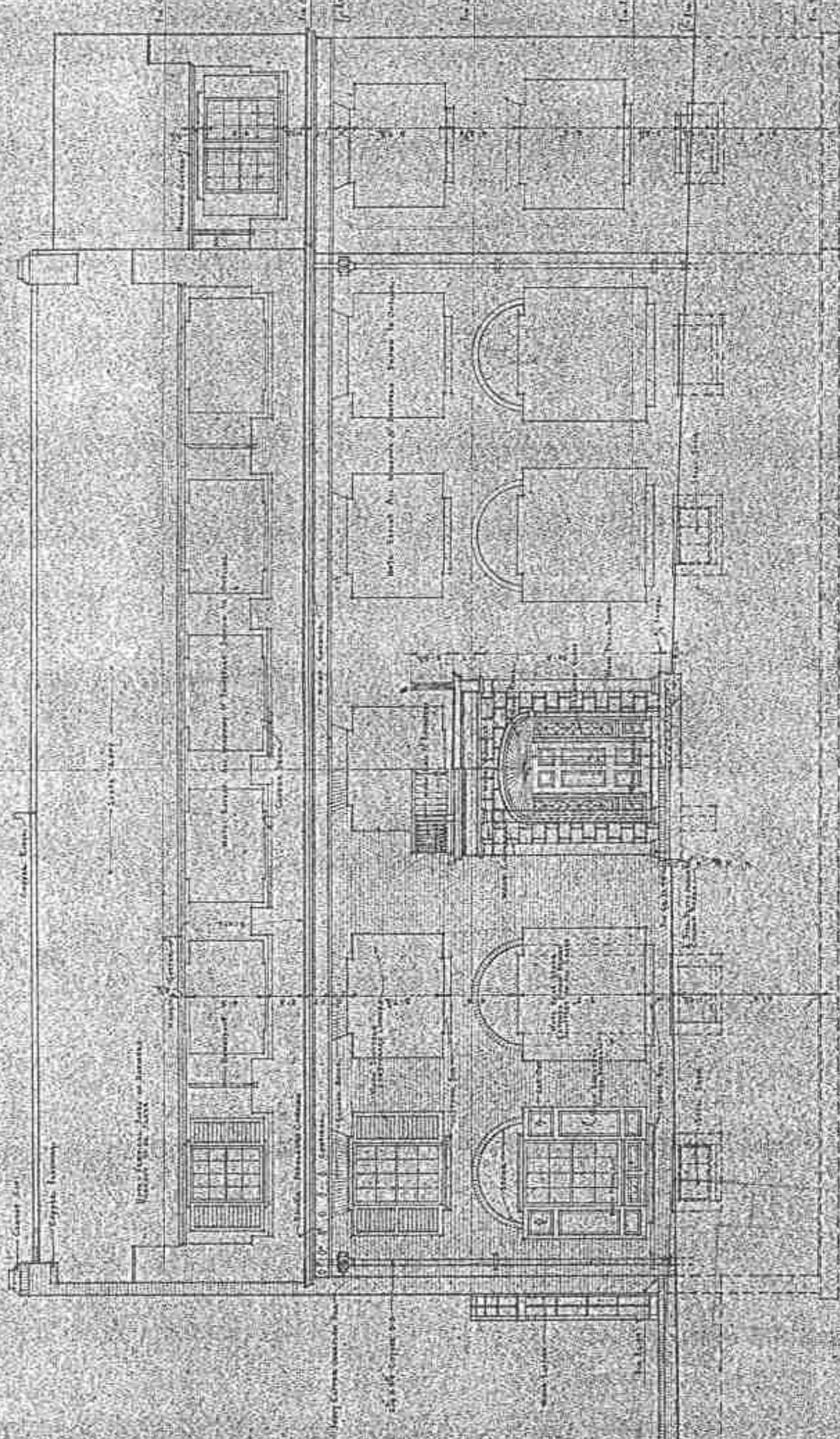
Kappa Alpha Theta is a characteristic contributing historic resource in the heart of the Greek Row Historic District, clearly embodying a period revival architectural style (Federal Revival), executed in 1925 by the significant Lincoln architects Davis & Wilson.

9. STANDARDS FOR DESIGNATION

(Check one(s) that apply)

- Associated with events, person, or persons who have made a significant contribution to the history, heritage, or culture of the City of Lincoln, the County of Lancaster, the State of Nebraska, or the United States;
- Represents a distinctive architectural style or innovation, or is the work of a craftsman whose individual work is significant in the development of the City of Lincoln, the County of Lancaster, the State of Nebraska, or the United States; or
- Represents archeological values in that it yields or may be likely to yield information pertaining to pre-history or history.

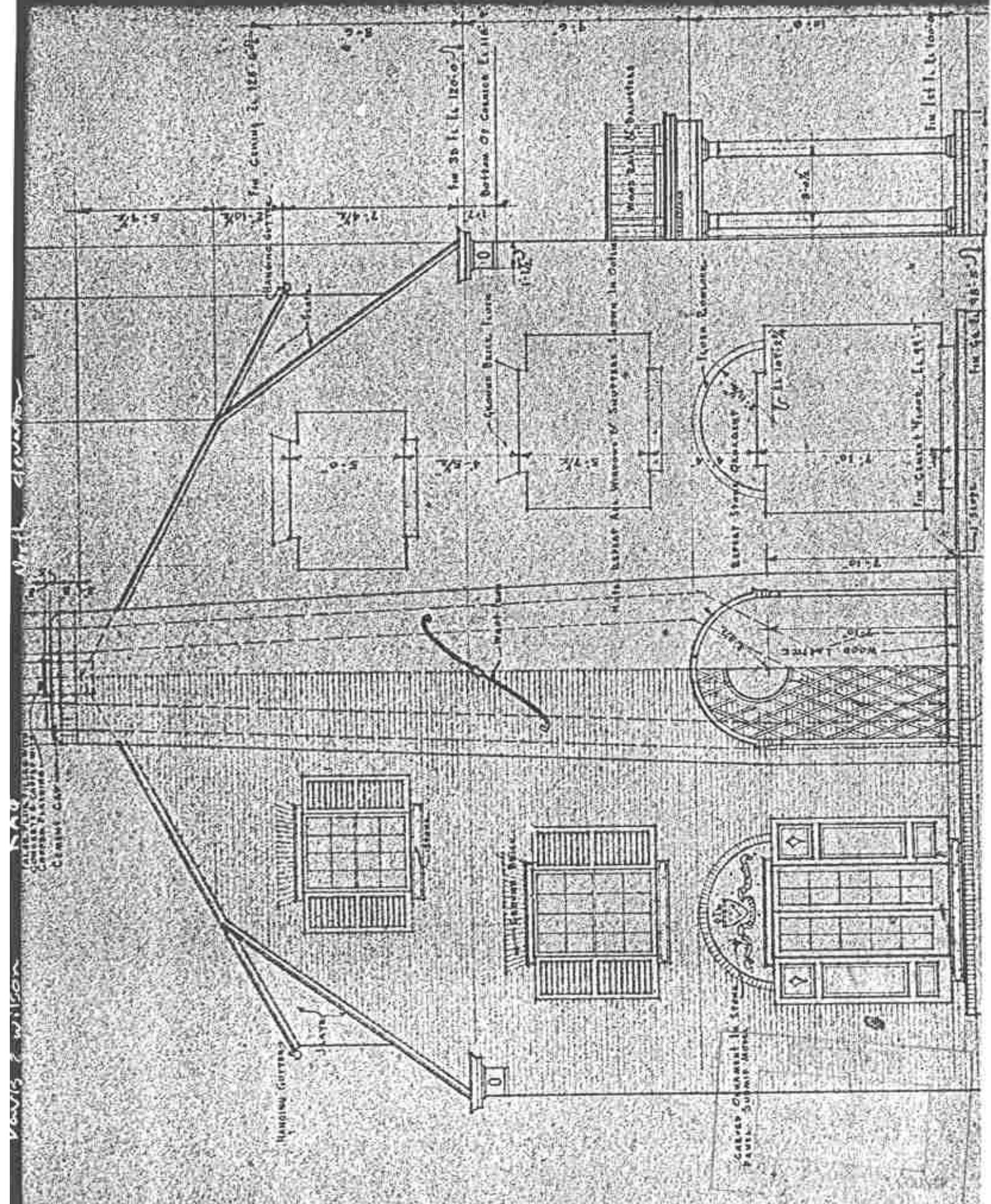




SIDE ELEVATION (WEST)

DAVID WILSON

ALSO SEE VISIONS OF
COMBUSTIBLE CABINETS AND
CROWN FRONTS
CROWN CASE



Fin Ceiling 3. 125. 60

Fin 3D L. L. 120. 0

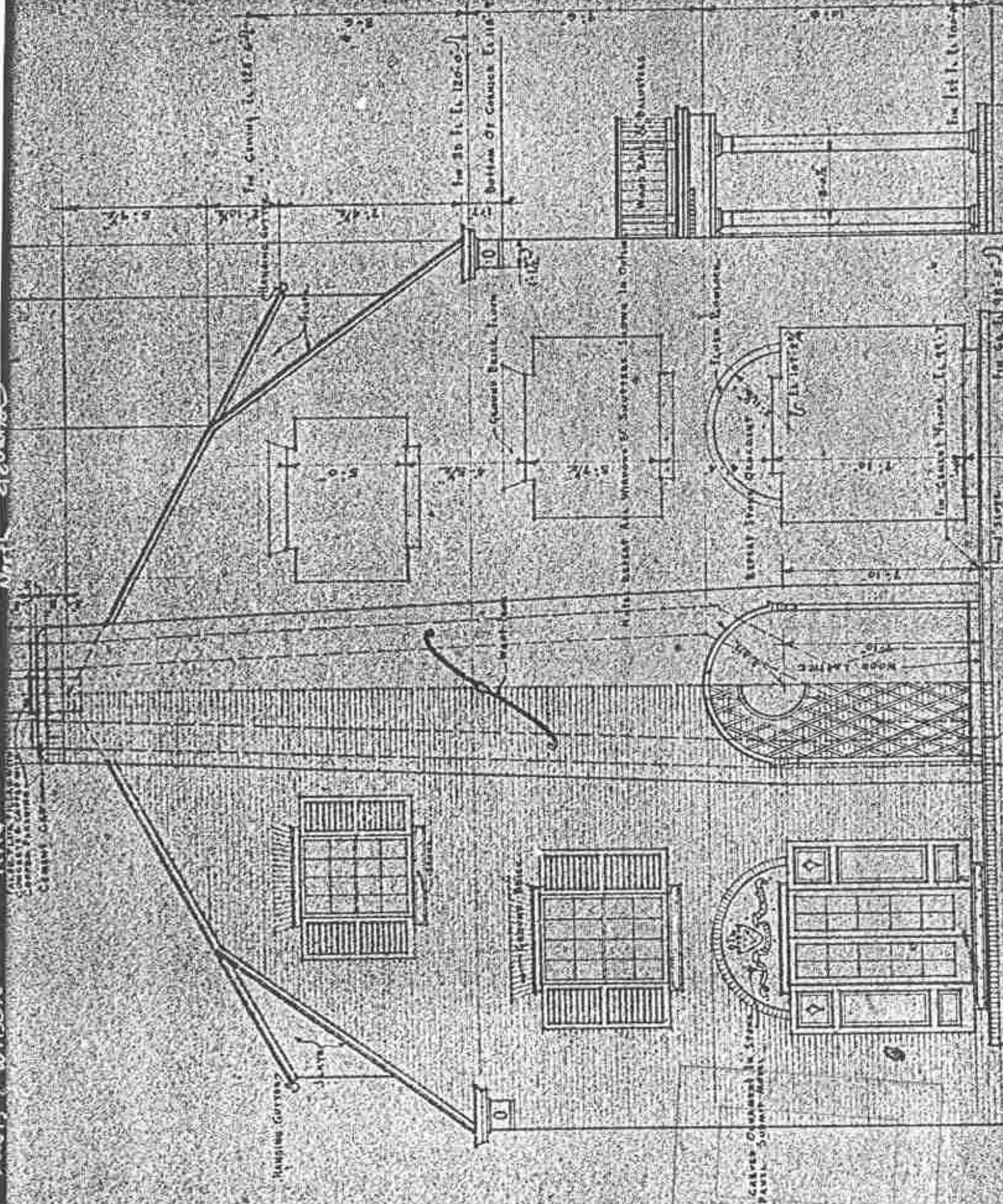
Bottom Of Crown L. 116. 0

Fin 1st L. L. 100. 0

Fin 2nd L. L. 98. 0

Fin Crown Case L. 99. 7

CARVED ORNAMENTS IN STONE
PAUL S. WILSON



ALBERT W. WALKER
 ARCHT. & ENGRS.
 100 N. W. CORNER
 CHICAGO, ILL.

GRATES OVERHEAD IN STAIRS
 PAUL SUMMIT HALL

Hutton, Jayne
Lee, Mary Virginia
Morgan, Elizabeth

Munger, Margaret
Ord, Lois
O'Shea, Dorothy

Paterson, Ruth
Quinn, Marguerite
Raines, Mabel

JUNIORS

Clarke, Margaret
Cornish, Virginia
Cottrell, Ilah Mae

Foote, Gwendolyn
Grems, Betty Jo
Krug, Helen

Leland, Dorothy
Paffenrath, Beth
Shannon, Ruth

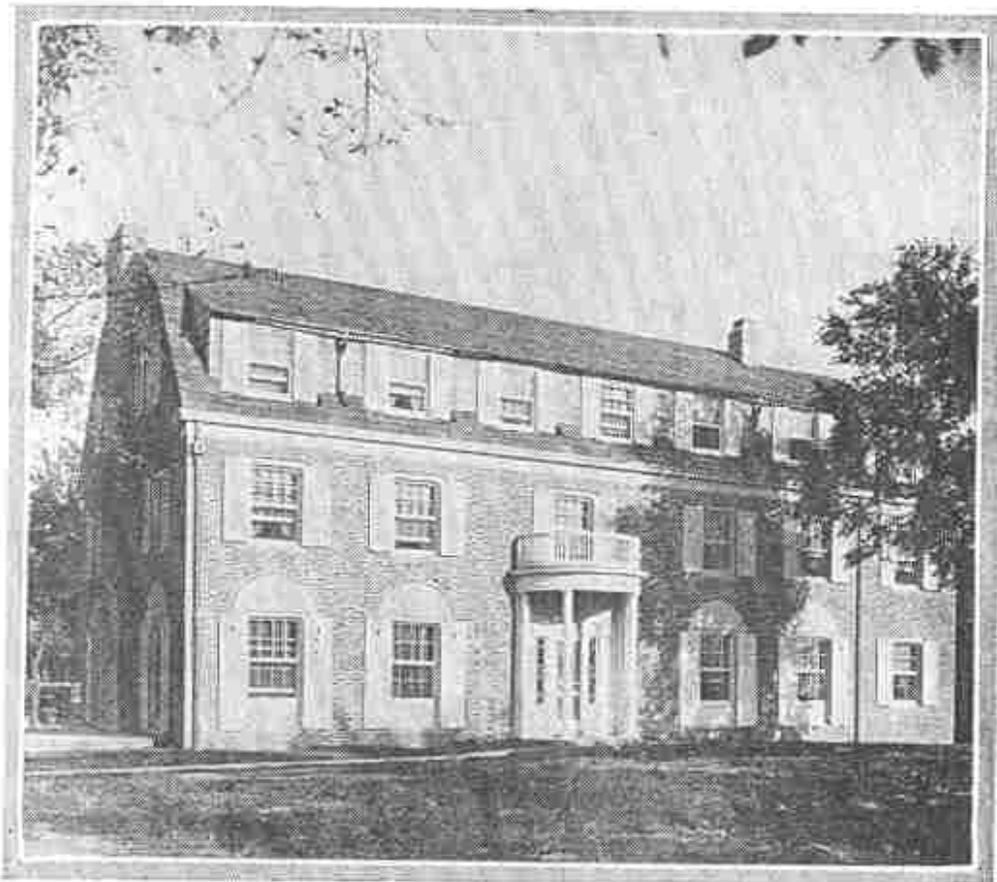
SOPHOMORES

Lowrie, Katherine
McGraw, Mildred
Manley, Beatrix

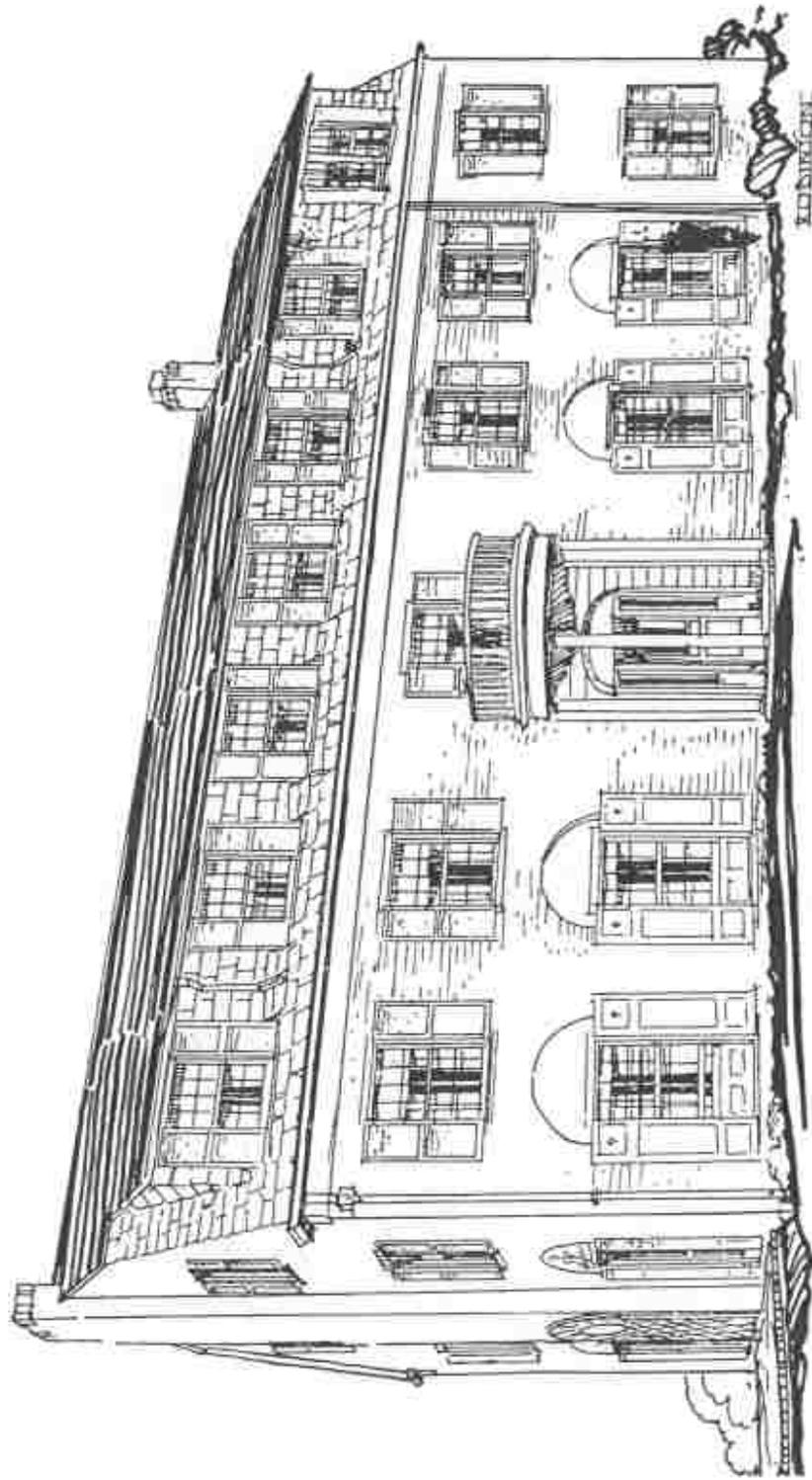
Mitchell, Jessie
Morgan, Marian
Raines, Laura

Renner, Victoria
Rogers, Helen
Sproul, Mary Elizabeth

FRESHMEN



*The first territorial fair was held at Nebraska City,
September 21-23, 1859.*



Rho chapter of Kappa Alpha
Theta was installed at the Uni-



Kappa Alpha Theta was
founded on January 27

PRESERVATION GUIDELINES FOR
Kappa Alpha Theta Sorority House
1545 S Street

1. Architectural Review of Landmark:

- a. Photographs: On file in Planning Department.
- b. Important architectural features:
Exterior: Two-and-half-story height with gambrel roof and shed dormer, brick exterior and stone trim, shutters, west portico;
Interior: entry/stair hall with staircase; main north parlor including crown molding and fireplace; secondary parlor east of entryhall with crown molding; small panelled library south of secondary parlor
- c. Important landscape features: "courtyard" west of main entrance, shared with adjacent sorority
- d. Architectural style and date: Colonial Revival, designed by Davis and Wilson, 1925
- e. Additions and modifications: sympathetic south addition, 1952; replacement of original windows

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. 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 fencing and walls visible from S Street or 16th Street;
 - b. Replacement of exterior material and trim or visible roofing materials;
 - c. Cleaning and maintenance of exterior masonry;
 - d. Replacement of doors, storm doors, door frames, windows, storm windows, and screens (excluding seasonal) on facades visible from the streets;
 - e. Addition of awnings;
 - f. Placement of mechanical systems, such as but not limited to, window air conditioners, solar collectors, etc.;
 - g. The addition or replacement of signs;
 - h. Moving structures on or off the site;
 - i. Installation of electrical, utility, and communications services on principal (west, north, and east) facades;

- j. Placement of high intensity overhead lighting, antennae, and utility poles within the areas of the west or south facades.
- k. Interior modifications within the entry/stairhall, north and east parlors, or small library.

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, except in the areas previously noted (in 1.b and 2.A.3.k above).

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.

(Based on the Secretary of the Interior's Standards
for Rehabilitation and Guidelines for Rehabilitating Historic Buildings)

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures, and sites 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.
4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
6. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. 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 physical, 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 or structures.
7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building material shall not be undertaken.
8. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to any project.
9. 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.
10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

GUIDELINES FOR APPLYING THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

THE ENVIRONMENT

Recommended

Retaining distinctive features such as the size, scale, mass, color, and materials of buildings, including roofs, porches, and stairways that give a neighborhood its distinguishing character.

Retaining landscape features such as parks, gardens, street lights, signs, benches, walkways, streets, alleys and building set-backs that have traditionally linked buildings to their environment.

Using new plant materials, fencing, walkways, street lights, signs, and benches that are compatible with the character of the neighborhood in size, scale, material and color.

Not Recommended

Introducing new construction into neighborhoods that is incompatible with the character of the district because of size, scale, color, and materials.

Destroying the relationship of buildings and their environment by widening existing streets, changing paving material, or by introducing inappropriately located new streets and parking lots that are incompatible with the character of the neighborhood.

Introducing signs, street lighting, benches, new plant materials, fencing, walkways and paving materials that are out of scale or inappropriate to the neighborhood.

BUILDING SITE

Recommended

Identifying plants, trees, fencing, walkways, outbuildings, and other elements that might be an important part of the property's history and development.

Retaining plants, trees, fencing, walkways, street lights, signs, and benches that reflect the property's history and development.

Not Recommended

Making changes to the appearance of the site by removing old plants, trees, fencing, walkways, outbuildings, and other elements before evaluating their importance in the property's history and development.

BUILDING SITE -- continued

Recommended

Basing decisions for new site work on actual knowledge of the past appearance of the property found in photographs, drawings, newspapers, and tax records. If changes are made, they should be carefully evaluated in light of the past appearance of the site.

Providing proper site and roof drainage to assure that water does not splash against building or foundation walls, nor drain toward the building.

Not Recommended

Leaving plant materials and trees in close proximity to the building that may be causing deterioration of the historic fabric.

BUILDING: STRUCTURAL SYSTEMS

Recommended

Recognizing the special problems inherent in the structural systems of historic buildings, especially where there are visible signs of cracking, deflection, or failure.

Undertaking stabilization and repair of weakened structural members and systems.

Replacing historically important structural members only when necessary. Supplementing existing structural systems when damaged or inadequate.

Not Recommended

Disturbing existing foundations with new excavations that undermine the structural stability of the building.

Leaving known structural problems untreated that will cause continuing deterioration and will shorten the life of the structure.

BUILDING: EXTERIOR FEATURES

Masonry: Adobe, brick, stone, terra cotta, concrete, stucco and mortar

Recommended*

Retaining original masonry and mortar, whenever possible, without the application of any surface treatment.

Not Recommended

Applying waterproof or water repellent coatings or surface consolidation treatments unless required to solve a specific technical problem that has

* For more information consult Preservation Briefs: 1: "The Cleaning and Waterproof Coating of Masonry Buildings" and Preservation Briefs: 2: "Repointing Mortar Joints in Historic Brick Buildings." Both are available from Technical Preservation Services Division, Heritage Conservation and Recreation Service, U.S. Department of the Interior, Washington, D.C. 20240.

BUILDING: EXTERIOR FEATURES -- continued

Masonry: Adobe, brick, stone, terra cotta, concrete, stucco and mortar

Recommended

Not Recommended

Repointing only those mortar joints where there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand in the mortar joint.

Duplicating old mortar in composition, color, and texture.

Duplicating old mortar in joint size, method of application, and joint profile.

Repairing stucco with a stucco mixture that duplicates the original as closely as possible in appearance and texture.

Cleaning masonry only when necessary to halt deterioration or to remove graffiti and stains and always with the gentlest method possible, such as low pressure water and soft natural bristle brushes.

Repairing or replacing, where necessary, deteriorated material with new material that duplicates the old as closely as possible.

Replacing missing significant architectural features, such as cornices, brackets, railings, and shutters.

been studied and identified. Coatings are frequently unnecessary, expensive, and can accelerate deterioration of the masonry.

Repointing mortar joints that do not need repointing. Using electric saws and hammers to remove mortar can seriously damage the adjacent brick.

Repointing with mortar of high Portland cement content can often create a bond that is stronger than the building material. This can cause deterioration as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

Repointing with mortar joints of a differing size or joint profile, texture or color.

Sandblasting, including dry and wet grit and other abrasives, brick or stone surfaces; this method of cleaning erodes the surface of the material and accelerates deterioration. Using chemical cleaning products that would have an adverse chemical reaction with the masonry materials, i.e., acid on limestone or marble.

Applying new material which is inappropriate or was unavailable when the building was constructed, such as artificial brick siding, artificial cast stone or brick veneer.

Removing architectural features such as cornices, brackets, railings, shutters, window architraves, and doorway pediments.

BUILDING: EXTERIOR FEATURES -- continued

Masonry: Adobe, brick, stone, terra cotta, concrete, stucco and mortar

Recommended

Retaining the original or early color and texture of masonry surfaces, including early signage wherever possible. Brick or stone surfaces may have been painted or whitewashed for practical and aesthetic reasons.

Not Recommended

Removing paint from masonry surfaces indiscriminately. This may subject the building to damage and change its appearance.

Wood: Clapboard, weatherboard, shingles and other wooden siding

Recommended

Retaining and preserving significant architectural features, whenever possible.

Not Recommended

Removing architectural features such as siding, cornices, brackets, window architraves, and doorway pediments. These are, in most cases, an essential part of a building's character and appearance that illustrates the continuity of growth and change.

Repairing or replacing, where necessary, deteriorated material that duplicates in size, shape and texture the old as closely as possible.

Resurfacing frame buildings with new material that is inappropriate or was unavailable when the building was constructed such as artificial stone, brick veneer, asbestos or asphalt shingles, and plastic or aluminum siding. Such material can also contribute to the deterioration of the structure from moisture and insects.

Architectural Metals: Cast iron, steel, pressed tin, aluminum, zinc

Recommended

Retaining original material, whenever possible.

Not Recommended

Removing architectural features that are an essential part of a building's character and appearance, illustrating the continuity of growth and change.

Cleaning when necessary with the appropriate method. Metals should be cleaned by methods that do not abrade the surface.

Exposing metals which were intended to be protected from the environment. Do not use cleaning methods which alter the color, texture, and tone of the metal.

BUILDING: EXTERIOR FEATURES -- continued

Roofs and Roofing

Recommended

Preserving the original roof shape.

Retaining the original roofing material, whenever possible.

Providing adequate roof drainage and insuring that the roofing materials provide a weather-tight covering for the structure.

Replacing deteriorated roof coverings with new material that matches the old in composition, size, shape, color, and texture.

Preserving or replacing, where necessary, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting, and weather vanes.

Windows and Doors

Recommended

Retaining and repairing existing window and door openings including window sash, glass, lintels, sills, architraves, shutters, doors, pediments, hoods, steps, and all hardware.

Not Recommended

Changing the essential character of the roof by adding inappropriate features such as dormer windows, vents, or skylights.

Applying new roofing material that is inappropriate to the style and period of the building and neighborhood.

Replacing deteriorated roof coverings with new materials that differ to such an extent from the old in composition, size shape, color, and texture that the appearance of the building is altered.

Stripping the roof of architectural features important to its character.

Not Recommended

Introducing new window and door openings into the principal elevations, or enlarging or reducing window or door openings to fit new stock window sash or new stock door sizes.

Altering the size of window panes or sash. Such changes destroy the scale and proportion of the building.

BUILDING: EXTERIOR FEATURES -- continued

Windows and Doors

Recommended

Duplicating the material, design, and the hardware of the older window sash and doors if new sash and doors are used.

Installing visually unobstrusive storm windows and doors, where needed, that do not damage existing frames and that can be removed in the future.

Using original doors and door hardware when they can be repaired and reused in place.

Entrances, Porches, and Steps

Recommended

Retaining porches and steps that are appropriate to the building and its development. Porches or additions reflecting later architectural styles are often important to the building's historical integrity and, wherever possible, should be retained.

Repairing or replacing, where necessary, deteriorated architectural features of wood, iron, cast iron, terra cotta, tile, and brick.

Exterior Finishes

Recommended

Discovering the historic paint colors and finishes of the structure and repainting with those colors to illustrate the distinctive character of the property.

Not Recommended

Installing inappropriate new window or door features such as aluminum storm and screen window insulating glass combinations that require the removal of original windows and doors.

Installing plastic, canvas, or metal strip awnings or fake shutters that detract from the character and appearance of the building.

Discarding original doors and door hardware when they can be repaired and reused in place.

Not Recommended

Removing or altering porches and steps that are appropriate to the building's development and style.

Stripping porches and steps of original material and architectural features, such as handrails, balusters, columns, brackets, and roof decoration of wood, iron cast iron, terra cotta, tile, and brick.

Enclosing porches and steps in a manner that destroys their intended appearance.

Not Recommended

Removing paint and finishes down to the bare surface; strong paint strippers whether chemical or mechanical can permanently damage the surface. Also, stripping obliterates evidence of the historical paint finishes.

BUILDING: EXTERIOR FEATURES -- continued

Exterior Finishes

Recommended

Not Recommended

Repainting with colors that cannot be documented through research and investigation to be appropriate to the building and neighborhood.

NEW CONSTRUCTION

Recommended

Not Recommended

Keeping new additions and adjacent new construction to a minimum, making them compatible in scale, building materials, and texture.

Designing new work to be compatible in materials, size, scale, color, and texture with the earlier building and the neighborhood.

Using contemporary designs compatible with the character and mood of the building or the neighborhood.

Designing new work which is incompatible with the earlier building and the neighborhood in materials, size, scale, and texture.

Imitating an earlier style or period of architecture in new additions, except in rare cases where a contemporary design would detract from the architectural unity of an ensemble or group. Especially avoid imitating an earlier style of architecture in new additions that have a completely contemporary function such as a drive-in bank or garage.

Adding new height to the building that changes the scale and character of the building. Additions in height should not be visible when viewing the principal facades.

Adding new floors or removing existing floors that destroy important architectural details, features and spaces of the building.

Protecting architectural details and features that contribute to the character of the building.

NEW CONSTRUCTION -- continued

Recommended

Placing television antennae and mechanical equipment, such as air conditioners, in an inconspicuous location.

Not Recommended

Placing television antennae and mechanical equipment, such as air conditioners, where they can be seen from the street.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, PLUMBING,
FIRE PROTECTION

Recommended

Installing necessary mechanical systems in areas and spaces that will require the least possible alteration to the structural integrity and physical appearance of the building.

Utilizing early mechanical systems, including plumbing and early lighting fixtures; where possible.

Installing the vertical runs of ducts, pipes, and cables in closets, service rooms, and wall cavities.

Insuring adequate ventilation of attics, crawlspaces, and cellars to prevent moisture problems.

Installing thermal insulation in attics and in unheated cellars and crawlspaces to conserve energy.

Not Recommended

Causing unnecessary damage to the plan, materials, and appearance of the building when installing mechanical systems.

Attaching exterior electrical and telephone cables to the principal elevations of the building.

Installing the vertical runs of ducts, pipes, and cables in places where they will be a visual intrusion.

Concealing or "making invisible" mechanical equipment in historic walls or ceilings. Frequently this concealment requires the removal of historic fabric.

Installing "dropped" acoustical ceilings to hide mechanical equipment. This destroys the proportions and character of the rooms.

Installing foam, glass fiber, or cellulose insulation into wall cavities of either wooden or masonry construction. This has been found to cause moisture problems when there is no adequate moisture barrier