CITY OF SNOHOMISH

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116 UNION AVENUE □ SNOHOMISH, WASHINGTON 98290 □ TEL (360) 568-3115 FAX (360) 568-1375

NOTICE OF REGULAR MEETING

DESIGN REVIEW BOARD
In the
Postmaster Conference Room
Snohomish City Hall
116 Union Avenue

WEDNESDAY
September 14, 2016
6:00 PM

PLEASE NOTE
START TIME
6:00 P.M.

AGENDA

6:00 1. **CALL TO ORDER:** Roll Call

6:05 2. **PUBLIC COMMENT:** Public comment on items not on the agenda.

6:10 3. **APPROVE** the minutes of the August 10, 2016, regular meeting.

6:15 4. **ACTION ITEM**

DRB File: **16-12-DRB** *(P.1)*
Applicant: Snohomish School District #201
Proposed: Demolition of gym building
Location: 516 Maple Avenue

1) Staff presentation
2) Comments from applicant
3) Public comment
4) DRB deliberation and recommendation

6:40 5. **DISCUSSION ITEMS**

a. **HISTORIC DISTRICT DESIGN STANDARDS UPDATE** *(P. 11)*
Draft Standards for Residential Alterations – recommended revisions

b. **INDIVIDUAL DESIGN REVIEWS** *(P. 26)* Staff summary of individual member reviews from the preceding month.

7:00 6. **ADJOURN**

NEXT MEETING: The next regular meeting is scheduled for Wednesday, October 12, 2016, at 6:00 p.m. in the Postmaster Conference Room, Snohomish City Hall, 116 Union Avenue.

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DESIGN REVIEW BOARD MINUTES

Snohomish City Hall
116 Union Avenue
Express Mail Conference Room

August 10, 2016
6:00 p.m.

Members Present:
Darcy Mertz Krewson, Chair
Yumi Roth
Joan Robinett-Wilson
Phillip Baldwin (*arr. 6:04 pm)*

Staff Present:
Glen Pickus, Planning Director
Brooke Eidem, Associate Planner
Angela Evans, Office Assistant II

Others Present:
Zach Wilde, Council Liaison

1. **CALL TO ORDER** at 6:00 p.m.

Ms. Eidem announced the resignation of Mr. Poquette. The position has been advertised and they hope to have it filled soon.

Ms. Eidem introduced Glen Pickus, the City's new Planning Director. Previously Mr. Pickus worked at the City of Mukilteo where he was the Planning Manager. He has many years of experience in Planning and the City is excited to have him.

2. **PUBLIC COMMENT**

There were no public comments on items not on the agenda.

3. **APPROVE** minutes of the May 11, 2016 meeting:

Ms. Robinett-Wilson moved to approve the minutes of the May 11, 2016 meeting as written. Ms. Roth seconded the motion. The minutes were approved 3-0.

4. **ACTION ITEM** – Design Review Board Values Statement

Ms. Eidem stated the Open Government Committee has finished their work with the City and one of the recommendations to Council is that each of the City's Boards and Commissions

prepare a values statement. Staff provided the Board with a template containing standard statements and requested input to make it more specific to the Design Review Board.

Three alternatives were presented to the Board for the Purpose section of the value statement. After Board's review and discussion it was decided the Design Review Board's Purpose statement would read: "The Design Review Board is a citizens advisory board appointed by the City Council as a required element of a federally-recognized Historic District. The Board's purpose is to maintain the character and integrity of the Historic District, and to encourage continued investment and preservation of the City's historic assets through development and interpretation of the Design Standards."

The Board determined the Regional Perspective section of the Value Statement template should be removed, as it does not apply to the DRB.

Ms. Eidem will modify the Purpose Statement and send it out to the Board for final approval. Mr. Baldwin moved to approve the Values Statement as modified and for City staff to forward it to City Council. Ms. Roth seconded the motion. The motion passed 4-0.

5. DISCUSSION ITEMS

a. HISTORIC DISTRICT DESIGN STANDARDS UPDATE

Ms. Eidem presented the draft standards for residential alterations and a draft appendix for residential building styles.

After review and discussion of the draft, the Board agreed on the following modifications:

- In Section 3 (Porches) replace the term *wrought iron* with *metal* in the second inconsistent photo.
- Modify Section 4.b. (Windows) to read, "New and replacement windows shall *appear to be set back from the exterior building plane* and finished with trim elements that are appropriate for the building. The use of vinyl windows is *discouraged"* (remove the word inappropriate).
- Modify Section 5.c. (Roofs) to read, "*Character defining,* roof-related features such as chimneys, shingles, finials, and parapet walls shall be preserved."
- The term *shall* throughout Section 6.e. (Shutters) should be replaced by the term *should*.
- Modify Section 7.b (Garages and Accessory Structures) to read, "New accessory structures shall be recessed from the front of the primary building and located behind the house wherever possible. *Garages shall be located at the rear of the property and set back substantially from the house*."
- Section 8.c. should state, "*Skylights shall not be located on a street-facing side of the home*. Skylights shall be flat against the plane of the roof. Framing shall be consistent in color and hue to roof material."
- The Board agreed that the first item under Restoration Guidelines should also be stated in the General Guidance section.

Ms. Eidem stated the new draft appendix for residential building styles has been added with the intention of assisting homeowners to identify the architectural style of their home and to provide a reference of character defining features.

The Board agreed the style of Mid-Century Rambler style should be included in the appendix.

Ms. Krewson expressed concern that people may not be familiar with some of the terms used in the standards. Ms. Eidem said there will be a glossary added to the standards that will define these terms.

b. **INDIVIDUAL DESIGN REVIEWS**

Staff presented one individual design review conducted during the previous month.

6. ADJOURN at 7:16 p.m.

Approved this 14th day of September, 2016.

By: _____
Darcy Mertz Krewson, Chair

Meeting attended and minutes prepared by Angela Evans

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DESIGN REVIEW BOARD
STAFF REPORT

Design Review Number:	16-12-DRB	**Meeting Date**	September 14, 2016
Applicant:	Snohomish School District #201		
Property Address:	516 Maple Avenue (Maple Avenue Campus)		
Application Date:	August 29, 2016		
Project Description:	Demolition of gym building with associated improvements		

Subject Proposal:

The applicant is proposing to demolish the gym and commons building associated with the old Freshman Campus at 516 Maple Avenue. The building is located behind (west of) the Aquatic Center, and is not readily visible from the street. According to available records, the building was constructed in the early 1960s and was used as a school starting in 1965. Portions of the old complex were demolished in 2013 for construction of the new Aquatic Center, however the gym and commons building was left in place and attached to the new structure via a hallway at the eastern end. The hallway is used frequently for swim meets so is proposed to be preserved following demolition with new exterior walls. The east-facing wall is primarily existing; new walls are proposed on the west, south, and southwest. Wall treatment is proposed to match the existing Aquatic Center building, with a two-foot CMU veneer at the base and a gray-toned brick veneer over the remaining wall area, topped with sheet metal coping at the parapet.

Demolitions outside the Historic District are exempt from Design Review pursuant to SMC 14.230.040D. However, the application is being processed as a building permit due to the improvements necessary to preserve the hallway. Therefore, the new exterior walls are subject to Design Review while the overall demolition proposal is not. The project falls under the purview of the Design Review Board because the proponent is a public agency.

Project Location:

The site is addressed as 516 Maple Avenue, outside the Historic District.

Land-Use Designation:

Low Density Residential

Requested Review:

The applicant has requested a *detailed* review.

Compliance with the Land Use Development Code - Title 14 SMC

The proposal does not appear to conflict with development regulations in Title 14 SMC.

APPLICABLE DESIGN STANDARDS (OUTSIDE THE HISTORIC DISTRICT)

BUILDING DESIGN

Massing (not applicable to Industrial Development)

STANDARDS:

1. Buildings shall have a distinct "base" at the ground level, using articulation and materials such as stone, masonry, or decorative concrete. Distinction may also occur through the following:
   - ❖ Windows
   - ❖ Architectural details
   - ❖ Canopies
   - ❖ Bays
   - ❖ Overhangs
   - ❖ Masonry strips and cornice lines
2. The "top" of the building shall emphasize a distinct profile or outline with elements such as a projecting parapet, cornice, upper level stepback, or pitched roofline.

GUIDELINES:

1. The "middle" of the building may be made distinct by change in material color, windows, balconies, stepbacks, and signage.

Board evaluation: Consistent: ☐ Inconsistent: ☐ More information needed: ☐

Notes:

Staff comments: The new walls will be a relatively minor element of the overall structure, and as such, proposed architectural treatment is minimal. A separate "base" and "middle" are proposed using brick and masonry materials. The "top" element is provided through a sheet metal coping at the parapet.

Screening Blank Walls

STANDARDS:

1. Walls shall have architectural treatment if they are fifty feet in length or more and facing streets, or are visible from residential areas where windows are not provided. Ground-floor, street-facing façades shall incorporate at least four of the following elements:
   - ❖ Masonry (not flat concrete block)
   - ❖ Concrete or masonry plinth at wall base
   - ❖ Belt courses of different texture and color
   - ❖ Projecting cornice
   - ❖ Projecting metal canopy
   - ❖ Decorative tilework
   - ❖ Trellis with planting
   - ❖ Medallions
   - ❖ Change of paint color
   - ❖ Opaque or translucent glass
   - ❖ Artwork
   - ❖ Vertical articulation
   - ❖ Lighting fixtures
   - ❖ Recesses
   - ❖ An architectural element not listed above, as approved, that meets the intent

Board evaluation: Consistent: ☐ Inconsistent: ☐ More information needed: ☐

Notes:

Staff comments: Only the south wall is in excess of 50 feet, however this wall faces the parking lot rather than a residential area or street.

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RECEIVED 08/30/2016 PLANNING

APPLICATION FOR DESIGN REVIEW

JOB ADDRESS: 516 Maple Avenue, Snohomish 98290		**HISTORIC DISTRICT** ☐ Yes ☒ No
Land Use Designation: Residential	Property Tax #: 28061800200300	# 16-12-DRB

APPLICANT: ☒ Property Owner ☐ Contractor ☐ Tenant ☐ Architect/Designer ☐ Other:

Property Owner: Snohomish School District	**Applicant/Contact:** ☒ *same as owner* Snohomish School District
Address: 1601 Avenue D	Address:
City/St/Zip: Snohomish , WA 98290	City/St/Zip:
Phone: 360-563-7230	Phone:
Email: Ralph.rowher @sno.wednet.edu	Email:

PROJECT DESCRIPTION:

Briefly describe the project and proposed materials below. ***"Refer to plans" is not appropriate.*** *Use additional sheets if necessary.*

Type of Work:

- ☐ New Construction
- ☐ New Addition
- ☒ Exterior Renovation
- ☐ Demolition
- ☐ Awning
- ☐ Signage
- ☐ Fence
- ☐ Landscaping
- ☐ Historic District Register
- ☐ Special Tax Valuation
- ☐ Mobile Vendor
- ☐ Other

The scope of work includes enclosing the portion of the building where it was connected to the Maple Ave. Campus, as well as installing a new brick and CMU veneer to match the exterior and aesthetics of the Snohomish Aquatic Center. Interior improvements include some minro electrical work, painting and rubber base to match the interior aesthetics fo the Snohomish Aquatic Center.

NOTE: Construction, Signs, and Fences require a separate building permit application

☐ **Conceptual Review** *for direction and feedback on a preliminary design, with the understanding that the project will be reviewed in greater detail at a future meeting. Detailed drawings are not required, however no determination will be issued.*

☐ **Detailed Review** *to obtain a design review determination. Detailed drawings are required. See the Submittal Checklist.*

REPRESENTATION AT DRB MEETING:

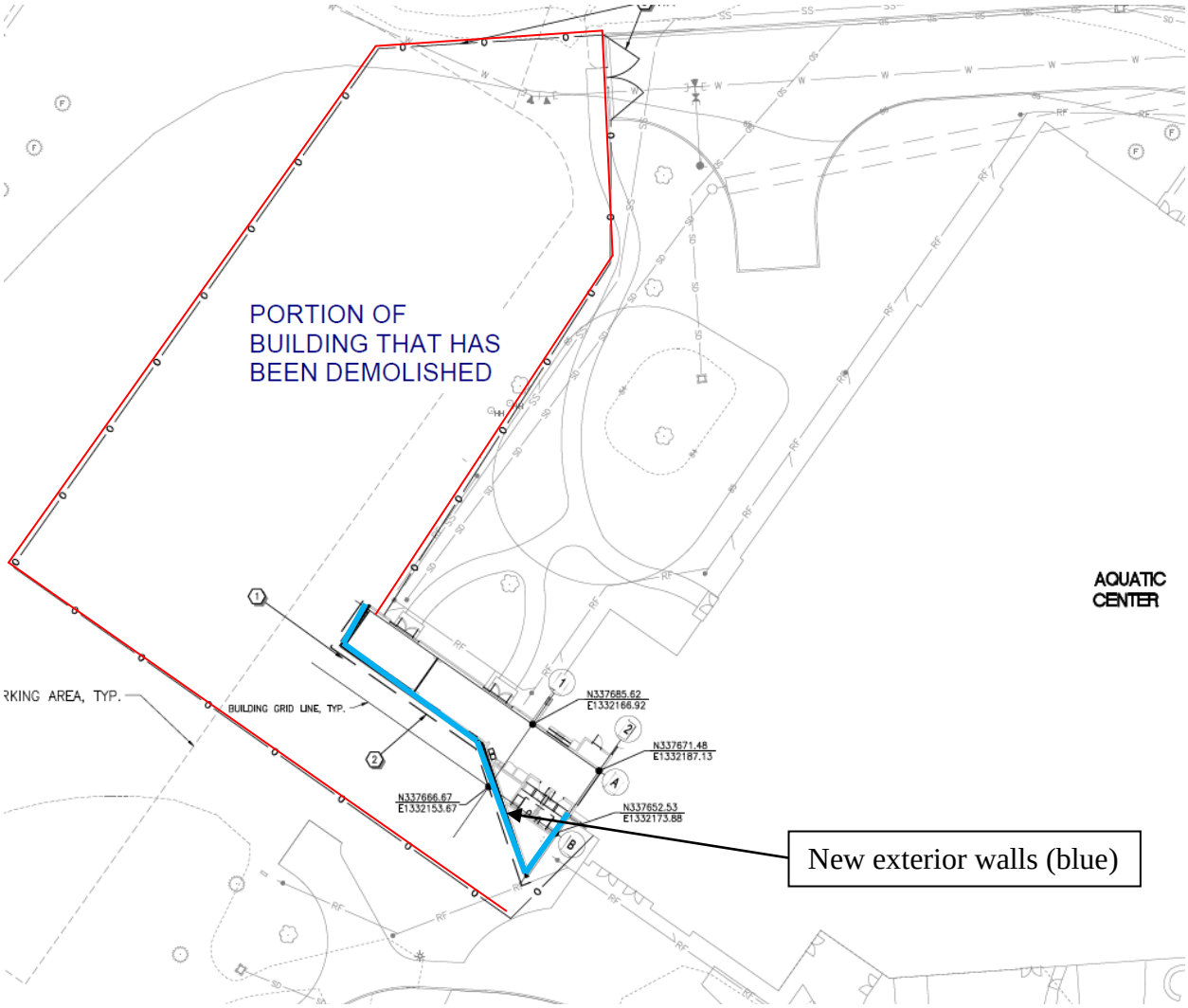
The representative should have the authority to commit the applicant to make changes that may be suggested or required by the Board.

Name: Ralph Rohwer	Relationship to applicant: Executive Director of Maintenance
Phone # 360-563-7260	Email: ralph.rowher@sno.wednet.edu

I hereby certify as applicant that the project will be carried out as approved. If subsequent design changes are made, I understand that the application must be amended and resubmitted for consideration and approval prior to the start of construction. **By signing below I further certify that I have read and understand the Historic District Design Standards that are applicable to my project.**

Ralph W. R — Ralph Rohwer — 8/29/16

Signature of Owner or Authorized Agent | Printed Name | Date


PORTION OF
BUILDING THAT HAS
BEEN DEMOLISHED
AQUATIC
CENTER
RKING AREA, TYP.
BUILDING GRID LINE, TYP.
N337685.62
E1332166.92
N337671.48
E1332187.13
N337666.67
E1332153.67
N337652.53
E1332173.88
New exterior walls (blue)

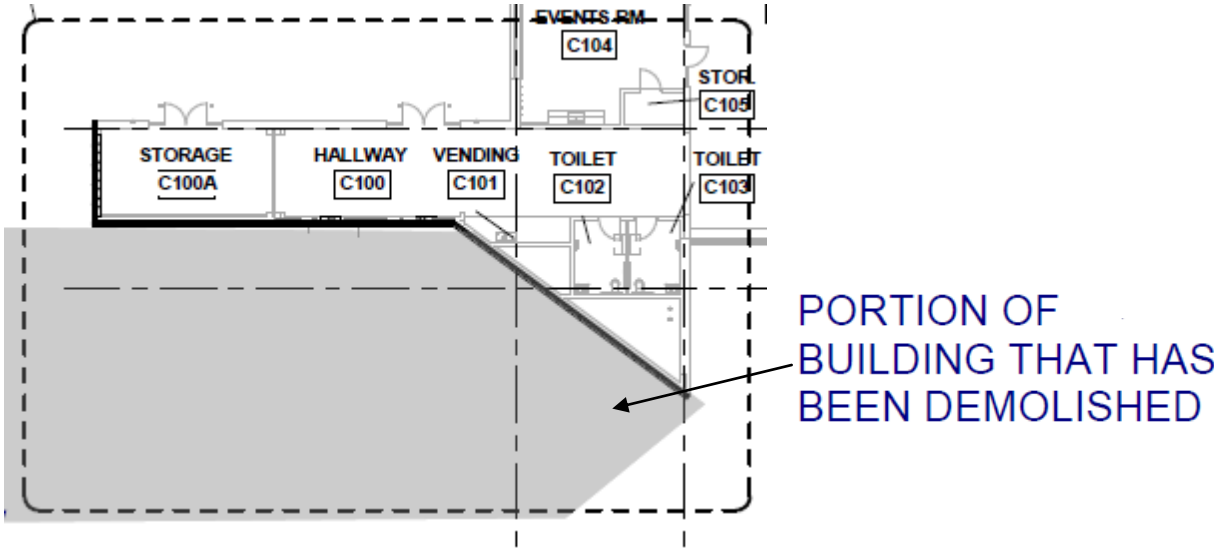

EVENTS RM
C104
STOR
C105
STORAGE
C100A
HALLWAY
C100
VENDING
C101
TOILET
C102
TOILET
C103
PORTION OF
BUILDING THAT HAS
BEEN DEMOLISHED

IMAGE 1: VIEW FROM ADJACENT ENTRY

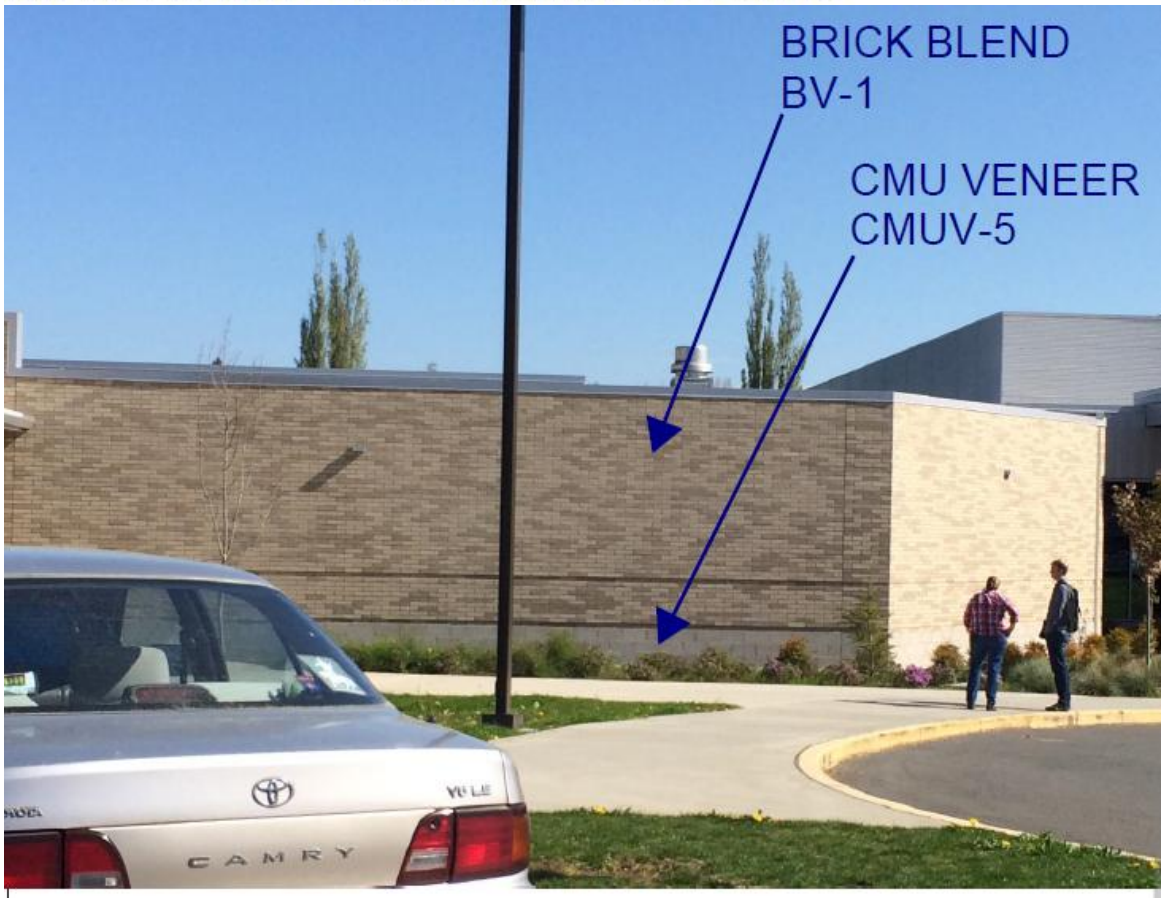
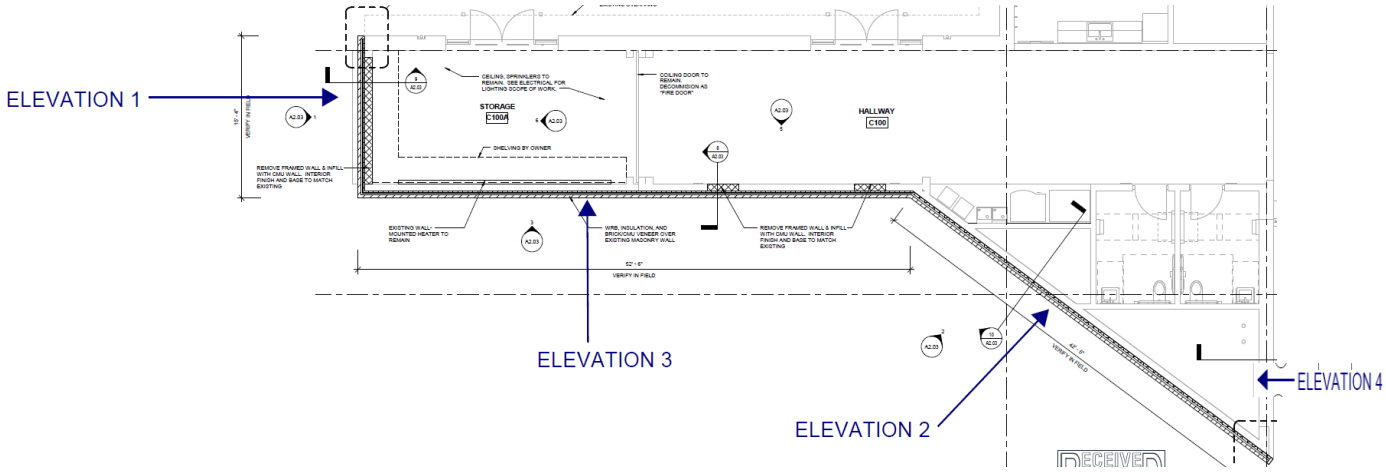
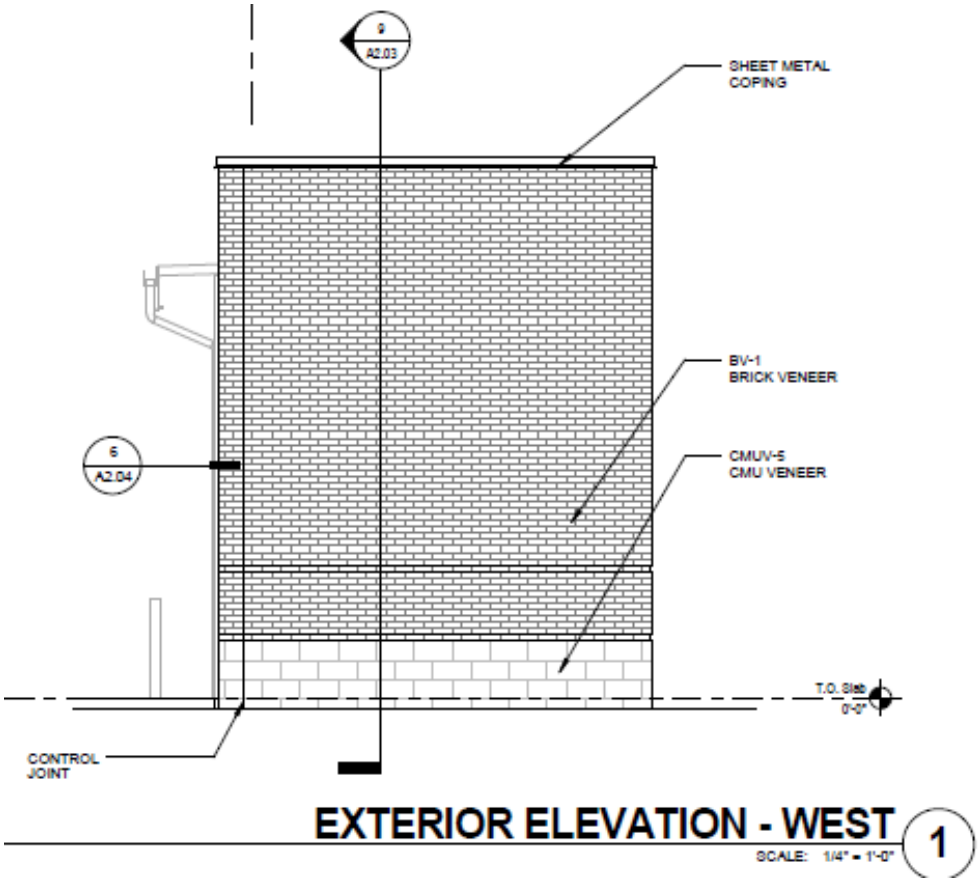


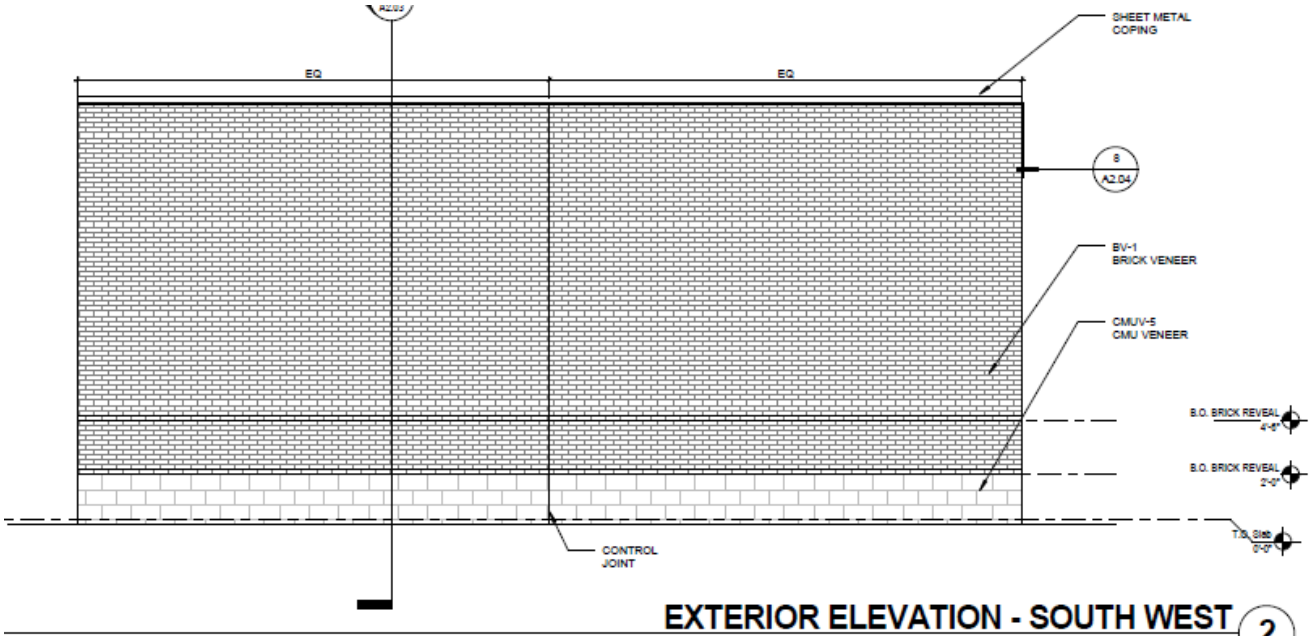
IMAGE 2: VIEW OF EXISTING MATERIALS TO MATCH

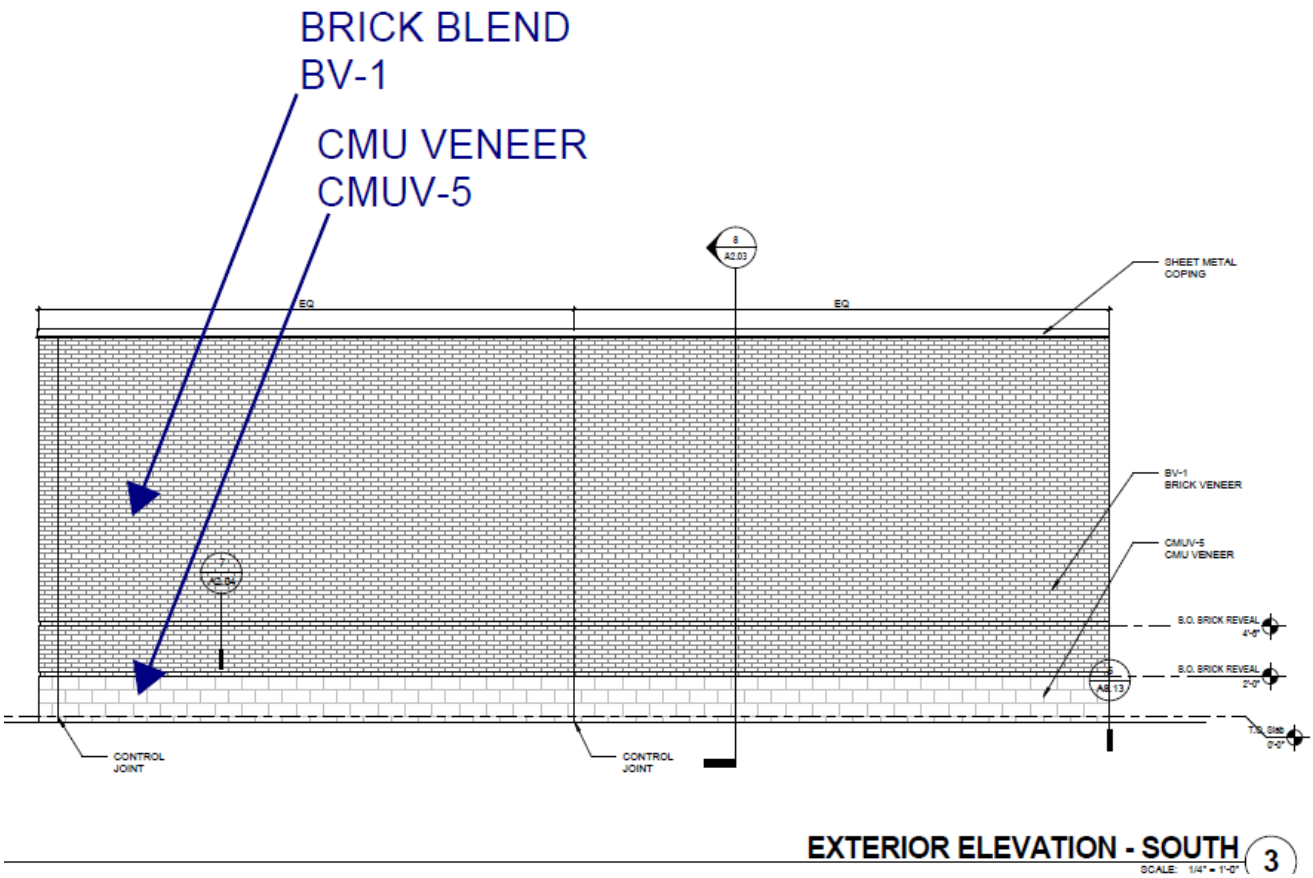


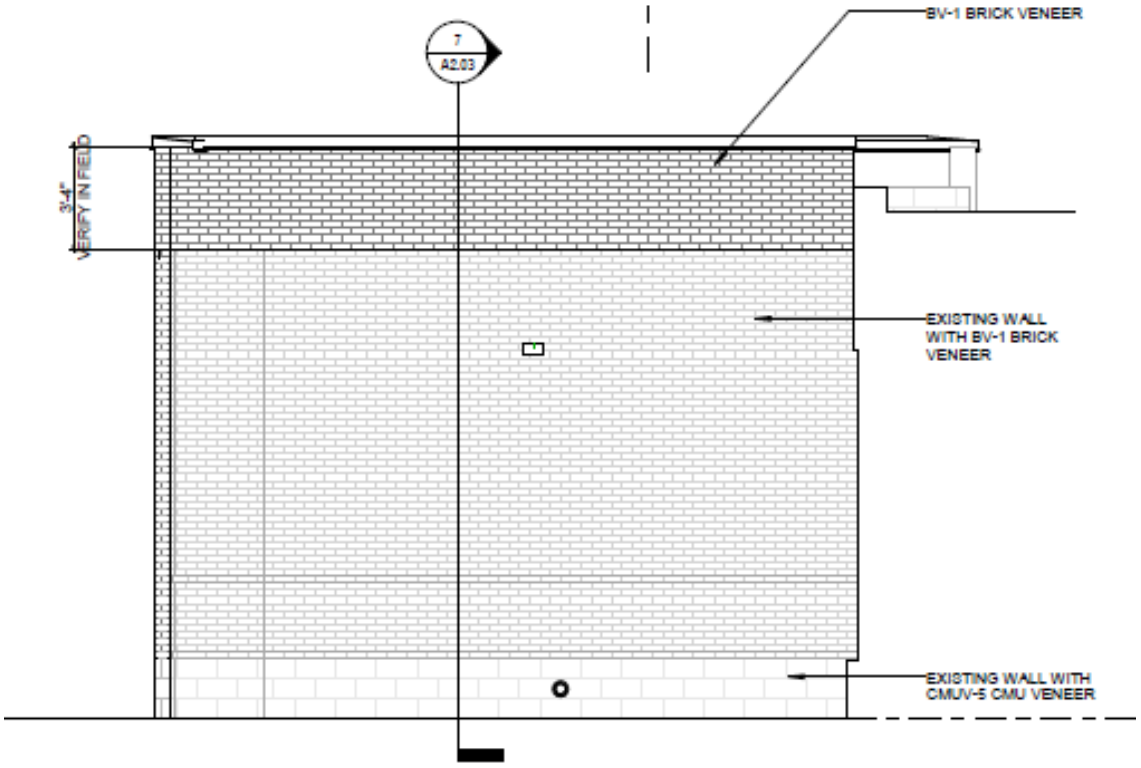


EXTERIOR ELEVATION - WEST 1

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


SHEET METAL COPING
EQ
EQ
8
A2.04
BV-1
BRICK VENEER
CMUV-5
CMU VENEER
B.O. BRICK REVEAL
4'-6"
B.O. BRICK REVEAL
2'-0"
T.S. Slab
0'-0"
CONTROL JOINT
EXTERIOR ELEVATION - SOUTH WEST
2


BRICK BLEND
BV-1
CMU VENEER
CMUV-5
8
A2.03
SHEET METAL COPING
EQ
EQ
BV-1
BRICK VENEER
CMUV-5
CMU VENEER
B.O. BRICK REVEAL
4'-6"
B.O. BRICK REVEAL
2'-0"
T.S. Slab
0'-0"
CONTROL JOINT
CONTROL JOINT
EXTERIOR ELEVATION - SOUTH
SCALE: 1/4" = 1'-0"
3



EXTERIOR ELEVATION - EAST 4

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

SECTION 09 00 01
FINISH LEGEND

1. Brick Veneer:
   BV-1 — Mutual Materials, 40% Castle Gray, 40% Sea Gray, 20% Mediterranean, Mission Texture (match existing adjacent building)

2. Concrete Masonry Unit: ← INTERIOR USE ONLY
   CMU-1 — Standard

3. Concrete Masonry Unit Veneer:
   CMUV-5 — Mutual Materials, Winter Sky, Ground Face (match existing adjacent building)

PRODUCT DATA FOR BRICK COLORS THAT MAKE UP BV-1 BRICK VENEER BLEND

THE BRICK BOOK
COLORS | TEXTURES | ASTM

Whites & Grays

THE BRICK BOOK
COLORS | TEXTURES | ASTM
Whites & Grays

COLOR*: Castle Gray
TEXTURE: Mission, Smooth, Rug
TYPE**: Special Order
PLANT: Mica, WA
COLLECTION: N/A
ASTM: ASTM C-216, SW, FBX

THE BRICK BOOK
COLORS | TEXTURES | ASTM
Whites & Grays

COLOR*: Mediterranean
TEXTURE: Mission, Smooth, Rug
TYPE**: Special Order
PLANT: Mica, WA
COLLECTION: N/A
ASTM: ASTM C-216, SW, FBX

THE BRICK BOOK
COLORS | TEXTURES | ASTM
Whites & Grays

COLOR*: Sea Gray
TEXTURE: Mission, Smooth, Rug
TYPE**: Special Order
PLANT: Mica, WA
COLLECTION: N/A
ASTM: ASTM C-216, SW, FBX

Discussion Item 5a

Date: September 14, 2016

To: Design Review Board

From: Brooke Eidem, Associate Planner

Subject: Historic District Design Standards – Draft standards for residential alterations

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This ongoing item presents an opportunity for discussion and review of design standards in the Historic District. As discussed by the Board previously, the document will be revised to accommodate re-organization of the standards, including separate sections addressing new construction and modifications to existing buildings for both commercial and residential areas.

The following pages include revised standards addressing alterations of single family residences. These revisions reflect recommendations made by the Board at the August meeting. Revisions are shown in red lettering. Staff appreciates the Board's review and confirmation of whether these revisions are consistent with the previous discussion.

RESIDENTIAL ALTERATIONS

Intent

The Snohomish Historic District's residential neighborhoods are quaint and charming, with beautiful homes, pedestrian scale, and an old world feel. The overall character and integrity of this area is the sum of the important contributions of each home. Inappropriate alterations, even to a non-historic building, can detract from the visual character of the neighborhood.

Alterations and additions to historic buildings may be necessary from time to time, to ensure their continued use. Older homes may need modifications such as room additions, seismic strengthening, new entrances, façade maintenance, and accessory structures in order to remain viable as modern residences and to prevent deterioration. However these modifications should be carefully considered and designed to respect historically significant features, materials, relationships, and finishes. Façade modifications should only be considered after closely evaluating alternate means of accomplishing the same goal.

Applicability

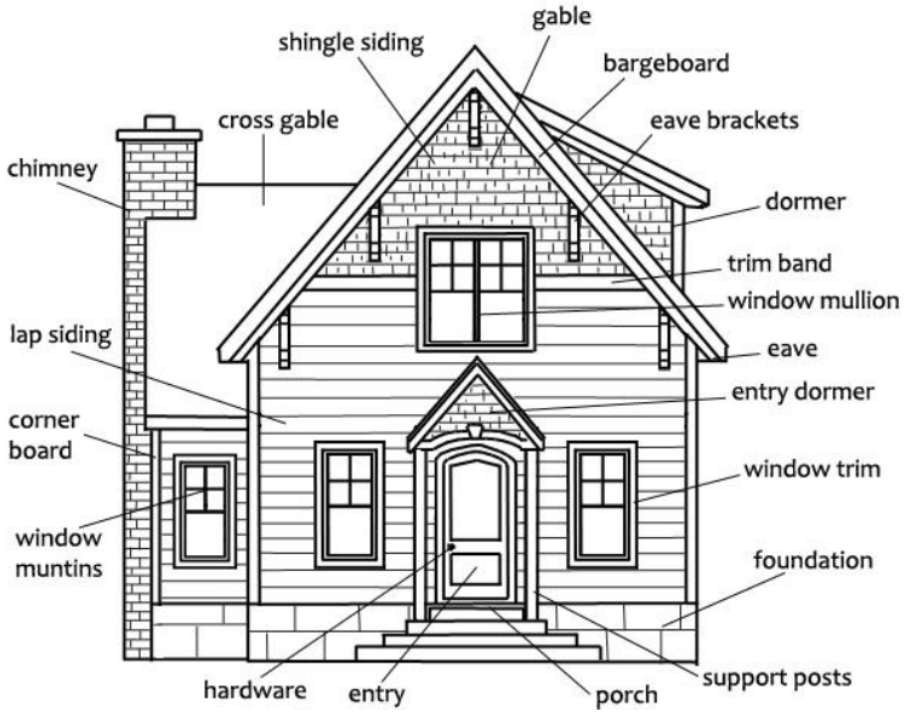
The design standards in this section apply to all alterations and additions to all existing single family homes within the Residential portions of the Historic District (refer to map on page X). For the purposes of this chapter, *alteration* is any modification to the exterior of a building requiring a building permit, and an *addition* is any change that results in an expansion of building height, shape, or footprint.

In addition to the standards contained in this section, the Secretary of the Interior's Standards for Rehabilitation are applicable for additions and alterations to existing historic structures. Standards for new residential construction may be found in section X.

A. General Guidance

1. Building design should exhibit and incorporate elements that reflect the identity and visual character of the Snohomish community. Justification of consistency of proposed elements, proportions, relationships, or materials with local context and the specific structure may be necessary if antecedents within the community are not clear. Refer to Appendix X for historically appropriate architectural details and building styles in Snohomish.
2. Historic, character-defining architectural features and details should be preserved through continued maintenance or restored.
3. Modifications made to existing buildings should be sympathetic to the structure's original design, and should not significantly alter the historic appearance. Restoring original features that were previously obscured through past alterations is encouraged.

4. Before beginning any restoration work, research of available documents and a physical investigation of the building should be done, in order to determine the history of the structure and establish the most appropriate restoration plan.



B. Identifying Architectural Character

Every old building possesses its own unique character and identity. *Character* refers to all visual aspects and physical features that comprise the appearance of a building (Secretary of the Interior). Elements that define a building's character include shape and massing, materials, elements of craftsmanship, decorative details, and aspects of its size and setting. In order to determine which architectural qualities should be preserved, first a building owner must understand those elements that give the building its distinctive character.

The Secretary of the Interior recommends a three step approach to identify the visual character of an historic building. Steps 1 and 2 pertain to the building exterior and are summarized below. Additional information can be accessed via the preservation briefs published by the Secretary of the Interior at www.nps.gov.

Overall Visual Aspects

These include the building's shape, openings, roof and related features, projections, trim, and setting. These distinguishing physical elements are typically viewed from a distance, without focusing on building details.

Visual Character at Close Range
These include the materials used for construction, and details of craftsmanship including texture, variety and arrangement of materials, and decorative details. These surface qualities are visible from an arm's length.

C. Building Design

1. General

The intent of these standards is to encourage preservation of historic homes and maintenance of the pedestrian scale and character of the built environment.

a. Architectural styles and stylistic references shall be consistent throughout one building.
b. Architectural features should not be removed or changed if original to the building.
c. Unpainted masonry shall not be painted.

2. Building Materials

Exterior surface materials may be consistent with traditional architectural materials and shall contribute to the appearance of a 100-year functional building life. Appropriate materials include brick, stone, wood, and stucco. The scale and texture of these traditional materials contribute to the character of the Historic District. Cement fiber siding is an appropriate alternative to traditional wood siding.

New or alternative materials shall be considered on a case-by-case basis, based on the longevity and appearance of the material. The material must have a demonstrated durability in the local climate, and shall be used in a manner that appears similar in character to historic materials. In all cases, building materials proposed for modifications to existing structures shall be compatible with existing materials. If a substitute material is proposed for a restoration project, its physical properties should be carefully considered and compared to the historic material to ensure a similar performance over time.

The following exterior surface materials are prohibited, when visible from off-site locations.

a. Plain or smooth face concrete masonry unit
b. Corrugated metal
c. Imitation or synthetic cladding materials such as vinyl, plastic, or aluminum
d. T1-11 siding
e. Perforated pressure treated wood, when readily visible
f. Plexiglass

CONSISTENT

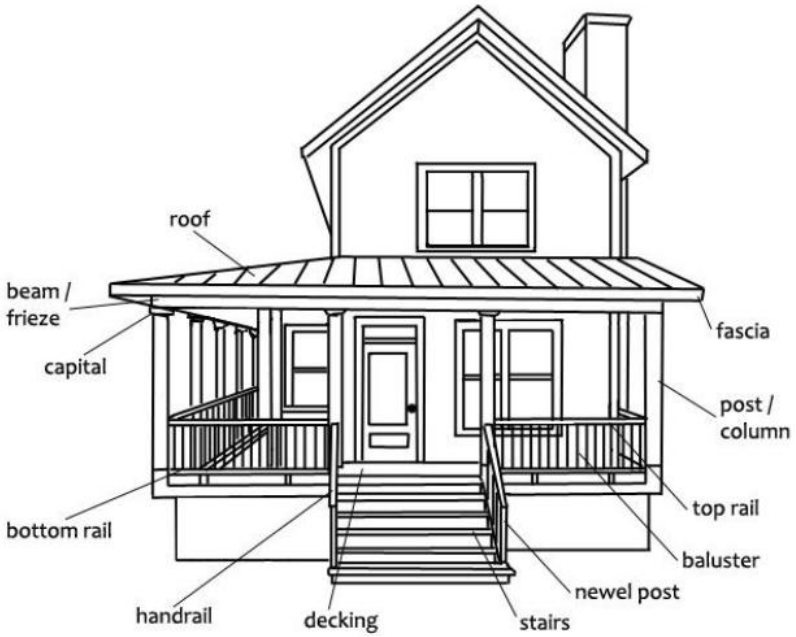
Original lap siding and shingles have been well maintained and preserved.

INCONSISTENT

This home has been re-sided with T1-11.

3. Porches

Porches are a significant character-defining feature of many historic homes, and their preservation is of great importance. Porches are not only functional, providing weather protection, shade, and a connection to the outdoors, but they also serve an important visual function by reducing the overall scale of the home and relating to human size. The porch also provides an architectural focus to define entryways.



a. Historic porches shall be preserved whenever possible, and shall not be removed.

b. Porches on the primary façade shall not be enclosed.

CONSISTENT

The front porch has been maintained and preserved in its original design.

INCONSISTENT

The front porch has been enclosed, altering the overall appearance of the home.

c. It is appropriate to replace porches that were previously removed. Replacement porches shall be consistent in materials and style with the building to which they are attached.

d. The roof form and eave depth of an historic porch shall be preserved.

e. Decorative details that help define the porch shall be preserved, including balusters, balustrades, columns, and brackets.

f. New porch elements that did not exist historically, or are inconsistent with the overall architectural style shall not be added.

g. Wood stairs are appropriate for wood porches.

h. Porch details shall be retained. Replacement of deteriorated elements is appropriate. All replacement features shall match the original in material, design, scale, and placement.

CONSISTENT

The original porch design and details have been maintained, contributing to the visual appeal.

INCONSISTENT

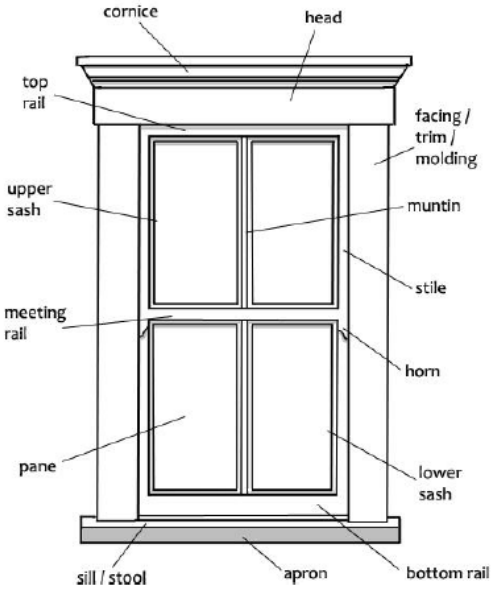
The porch posts have been replaced with metal columns, making the roof appear to float.

4. Windows

Windows are important elements of architectural character and prominent building components. The pattern of windows, doors, and other openings on the façade of an historic home strongly defines its character through shape, size, construction, arrangement, and profile. Changing these can have a negative impact on the historic integrity of the structure. Wood sash and casement windows were most common in historic homes.

Aluminum and vinyl framed windows have become more popular and readily available over recent years. These windows are often marketed as being more energy efficient than wood windows. However there are many benefits to maintaining the original wood windows rather than replacing them. Wood windows can be repaired to seal as tightly as modern windows, and can last another hundred years or more with proper maintenance. Vinyl and aluminum windows have an overall lifespan of about 15 to 20 years, and are all one piece so they cannot be repaired or restored; if they leak, they must be replaced entirely. Heat loss through windows represents a relatively small percent of a home's energy leaks, at around ten to 20 percent. With that in mind, it actually makes more sense to focus on other areas of the home, such as new insulation in the attic, basement or around doors and ductwork, before considering window replacement.

Window maintenance and restoration is often the best choice. Cracked panes or frames, crumbling putty, or drafts preventing solid closure can be repaired. Even a full restoration can still be a more cost effective option than replacement, including removal of the window, paint stripping, new epoxy and glazing and any needed repairs before reinstallation. Weatherstripping can also be added to seal gaps and air leaks. Storm windows are also a good option, to get the double-pane window effect and seal drafts at a fraction of the cost of new windows. Storm windows are removable and can double the energy efficiency without changing the existing window.



a. When present and intact, existing windows shall be maintained and preserved in their original size, location, design, and proportions.

b. New and replacement windows shall appear to be set back from the exterior building plane and finished with trim elements that are appropriate for the building. The use of vinyl windows is discouraged.

c. New window openings shall not be added on the primary façade.

d. Filling in or altering the size of historic window openings on the primary façade is not appropriate.

e. Mullions and muntins shall be vertically proportioned. False muntins, or simulated divided lites shall not be used.

f. The original position, size, number, and arrangement of windows shall be retained in a building wall. Original window openings on a primary building façade shall not be enclosed.

CONSISTENT

Original windows have been preserved and protected with storm windows.

INCONSISTENT

Replacement windows with false muntins in the upper sash.

5. Roofs

Not only does the roof protect the building from the weather, the material, size, and orientation of a roof also contribute to the overall building character. Roof pitch, materials, size, orientation, eave depth and configuration, and roof decoration are all distinct features.

a. The original roof form shall be preserved to the extent possible.

b. Skylights shall be flat against and parallel with the roof form. Other roof equipment shall not be readily visible from the street.

c. Character defining roof-related features such as chimneys, shingles, finials, and parapet walls shall be preserved.

d. The original eave depth and configuration shall be preserved.

e. Cornices shall be retained and preserved.

f. Appropriate materials for roofs include metal, clay tiles, slate, and wood shingles. Architectural composition roofing is an appropriate alternative to traditional roofing materials.

g. Built-up and torch-down (modified bitumen) roofing are appropriate for flat roofs. Synthetic materials may be allowed if the roof is not visible from the street.

h. New roof forms for building additions shall be consistent with and subordinate to the primary roof, and shall not become a dominant visual aspect of the structure.

i. Shed roofs are appropriate for small accessory structures and subordinate roof forms, such as porches, canopies, or upper floor projections.

6. Building Elements

a. Architectural detailing may include trimwork, moldings, gingerbread, vergeboard, bargeboard, eaves, brackets, corbels, knee braces, dentils, cornices, decorative shingles, columns, pilasters, balusters, or any other decorative of character-defining feature.

1. Architectural detailing shall not be removed or changed if original to the building.
2. If possible, architectural features shall be repaired rather than replaced. If replacement is necessary due to significant deterioration, the appearance, profile, and texture of the original materials shall be approximated in the replacement.
3. New architectural detailing may be added to a building if historic evidence indicates it is consistent with the original building or buildings of similar design and age in the surrounding area.

CONSISTENT

Corbels and porch details are appropriate for the Italianate style home.

INCONSISTENT

Ornate details including spindles and jigsaw work are inconsistent with the style of home.

b. Chimneys.
    1. Original or architecturally significant chimneys shall not be removed or altered.
    2. If a chimney becomes unstable or has collapsed, the replacement chimney shall match the original design with the same or similar materials.
    3. Brick or masonry chimneys shall not be covered with stucco, paint, or veneers.

c. Exterior staircases.
    1. Historic staircases shall be maintained and preserved in their original shape, design, materials, and proportions.
    2. Unless associated with a front porch, new staircases shall not be located on a primary façade.
    3. Staircases shall not damage architectural features or other building components.
    4. Staircase surface materials shall be consistent and compatible with the overall structure.
    5. Railings shall be consistent with the standards contained in Section X.

d. Decks, balconies, and ramps.
    1. Historic decks and balconies shall be maintained and preserved in their original shape, design, materials, and proportions.
    2. New decks and balconies shall not be located on the primary façade.
    3. Where ramps are necessary, they shall be integrated with the architecture of the building, to the extent possible.
    4. New decks, balconies, and ramps shall not obscure character-defining features.
    5. New decks and balconies shall be simple in design yet consistent with the character of the structure. The solid-to-void ratios of balusters and rails shall be designed to appear mostly transparent.
    6. Railings shall be consistent with the standards contained in Section X.

e. Shutters.
    1. Window shutters original to the structure should be retained and preserved.
    2. If historic evidence indicates that a structure originally had shutters, new ones may be added.
    3. Shutters should be of wood louver design. Fiberglass and vinyl shutters are not appropriate.
    4. Shutters should fit the window opening to appear operable.
    5. Shutters should be attached to the window frame rather than the façade wall.

CONSISTENT

Shutters are attached to the window frame and appear functional.

INCONSISTENT

Shutters are attached to the building face, and are inappropriately sized for the window.

7. Garages and Accessory Structures

Many homes in the Historic District have retained their original or added garages and outbuildings that have gained historic significance. These accessory structures contribute to the character of the district and should be preserved and maintained.

a. Garages and outbuildings that contribute to a property's historic character or are original to the property should be maintained and preserved. Original or historic features such as siding, doors, and windows should be repaired or replaced in kind if readily visible.

b. New accessory structures shall be recessed from the front of the primary building and located behind the house wherever possible. Garages shall be located at the rear of the property and set back substantially from the house.

c. Accessory structures shall be subordinate in size and consistent with the character of the primary structure.

    1. The structure shall be subordinate in terms of mass, size, and height. Detailing shall be simple, and shall not compete visually with the primary structure.

    2. Building materials shall be consistent with those of the main structure.

8. Service Areas, Equipment, and Energy

Exterior equipment and service areas can detract from the appearance of a building and site, and can create noise impacts on adjacent public ways. These elements should be located away from streets and pedestrian areas, and screened from view.

a. Mechanical equipment shall be screened from view using walls, fencing, or vegetation. Screening shall be in character with the building and site it serves.

b. Service and utility equipment such as satellite dishes shall be located on a non-street side of the home, or if not possible due to line of sight requirements, shall be installed in an inconspicuous location.

c. Skylights shall not be located on a street-facing side the home. Skylights shall be flat against the plane of the roof. Framing shall be consistent in color and hue to roof material.

d. Solar panels are recognized as a valuable technology, however their visual prominence can drastically alter the appearance of a structure. Solar panels are allowed in the Historic District, subject to the following standards.

   1. Solar panels shall not be readily visible from streets or public areas.
   2. The color of the frame and panels shall be similar in hue and value to the color of the roof material.
   3. Solar panels shall be integrated with the design of the structure and roof forms to reduce the visual impact.

CONSISTENT

The solar panel array is located on a side elevation and is not readily visible.

INCONSISTENT

The solar panel array becomes a dominant feature of the street-facing façade.

9. Doors and Hardware

a. Original or historic doors and hardware shall be maintained and preserved. If doors and/or hardware are replaced, the replacement shall be of a similar design to the original, to the extent possible.

b. Wood is the preferred material for doors. If metal is proposed, it shall be dark and shall not have a bright or shiny finish. Painted metal is acceptable. Fiberglass and plastic shall not be used.

c. Metal used for exterior hardware shall be dark and shall not have a bright or shiny finish, with the exception of copper and copper alloys (including brass and bronze).

d. Hardware shall be traditional and historic in character.

10. Additions

Additions of new floor area to existing buildings may be an acceptable alternative to reconfiguring existing interior space to meet the needs of residents. Building additions can enhance or detract from the appearance of an historic structure. The best approach is to site additions where they will not be visible from the street, or where they will have the smallest impact on the building's overall form and appearance. The rear is the best location for additions of rooms, wings, porches, or decks.

While some destruction of original materials may be expected to accommodate the addition, such loss should be minimized. Careful planning and thoughtful designs minimize the destruction of original character-defining features, and complement the original architecture.

a. Additions shall maintain the character, craftsmanship, fenestration patterns, finish materials, and proportions of the main structure.

b. Additions shall be compatible in size and scale with the main structure, though subordinate in massing.

c. Additions shall not imitate an earlier historic style or architectural period that is inconsistent with the main building.

d. Additions shall not damage or obscure historically or architecturally important features.

e. Additions shall be compatible with, but differentiated from the historic building. It is preferred that the addition is designed to reflect characteristics of the current period, but remain compatible with the original building.

f. Two-story additions to one-story buildings are not appropriate.

g. Older additions that have achieved historic significance shall be preserved.

h. Building additions may be allowed in the following areas, under conditions:

1. Rear or side of existing building.

- The alignment of architectural elements, moldings, roof forms, and windows on the main structure shall be maintained.
- The addition shall be subordinate in appearance to the main structure.
- Wherever possible, larger additions shall be physically set apart from the main structure with a small connecting element, or "hyphen".

CONSISTENT

Rear addition that maintains consistent materials, style, and fenestration.

INCONSISTENT

Side addition with inconsistent cladding materials, windows, and details.

2. Above roof of existing building.
    - The addition area shall be set back from the primary façade to preserve the original building scale.
    - The addition shall be simple in character and subordinate in appearance to maintain the original structure as the primary focus.
    - Wherever possible, window and trim elements shall align with those on the existing structure.
    - Dormer additions shall be subordinate to the structure in scale, roof pitch, and general form.

CONSISTENT

The upper story addition is set back from the exterior walls of the first floor.

INCONSISTENT

The addition extends beyond the surface of the first floor wall, creating a lopsided appearance.

11. Restoration Guidelines

RESIDENTIAL ALTERATIONS

1. Before beginning any restoration work, research of available documents and a physical investigation of the building should be done, in order to determine the history of the structure and establish the most appropriate restoration plan.
2. Historic building materials should be preserved. Original façade materials should not be covered or obscured.
3. If material replacement is necessary due to deterioration or significant damage, materials similar to those used historically should be used. Historic evidence may be helpful in determining the material that was originally used on the building.
4. Masonry should be protected from water deterioration.
5. Character-defining details should be restored to their original appearance. Elements or details that were not part of the original building should not be added.

The Secretary of the Interior is an excellent resource for guidance on preserving, rehabilitating, restoring, and maintaining historic structures. The online Presentation Briefs include 47 printed publications to help applicants and property owners:
http://www.nps.gov/tps/how-to-preserve/briefs.htm

Date: September 14, 2016

To: Design Review Board

From: Brooke Eidem, Associate Planner

Subject: Summary of Individual Member Design Reviews – August 4, 2016 – September 7, 2016

No individual design reviews were conducted during the previous month.