

**CITY OF MADISON, WISCONSIN**

AN ORDINANCE \_\_\_\_\_

PRESENTED \_\_\_\_\_  
REFERRED \_\_\_\_\_

Drafted by: John Strange

Date: February 1, 2019

SPONSORS:

DRAFTER'S ANALYSIS:

**DRAFT**

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The Common Council of the City of Madison do hereby ordain as follows:

Chapter 41 entitled "Historic Preservation" of the Madison General Ordinances is amended to read as follows:

**"CHAPTER 41 HISTORIC PRESERVATION**

**SUBCHAPTER 41A: GENERAL PROVISIONS**

**41.01 POLICY AND PURPOSE.**

The Common Council recognizes that the City of Madison contains buildings, structures, signs, features, improvements, sites, and areas that have significant architectural, archaeological, anthropological, historical, and cultural value. The Common Council further recognizes that these historic resources represent the City's unique heritage, contribute to the health, prosperity, safety and welfare of the City's residents, and serve as a source of great interest to the City's residents and visitors. Therefore, the Common Council hereby finds that it is in the public interest to identify, protect, preserve, promote, conserve and use historic resources within the City. The purpose of this chapter is therefore to:

- (1) Accomplish the identification, protection, promotion, preservation, conservation and use of the City's historic resources, as embodied and reflected in the city's historic districts and landmarks.
- (2) Ensure that the City's growth sensitively incorporates the City's historic resources.
- (3) Enhance the visual and aesthetic character of the City by ensuring that new design and construction, when it happens, complements the City's historic resources.
- (4) Provide a framework for appropriate reinvestment in the City's landmarks and historic districts that ensures new design and construction, when it happens, complements the City's historic resources and conforms to the standards of the historic district.
- (5) Safeguard the City's historic resources and investment in them by establishing an obligation to maintain them, and encouraging the vigorous enforcement of this ordinance.
- (6) Recognize that the city's historic resources are economic assets that can attract residents and visitors, create jobs, stabilize and improve property values, and stimulate business and industry.
- (7) Foster civic pride in the beauty and noble accomplishments of the past.
- (8) Promote the use of and investment in historic districts and landmarks for the education, pleasure and welfare of the people of the City.
- (9) Provide a clear regulatory framework for implementing, balancing, and accomplishing the public policy announced in this chapter.

**41.02 DEFINITIONS.**

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In this chapter:

Alteration means any change, addition or modification to an improvement or grading (see improvement).

Architectural Feature means the distinguishing exterior elements of a building or structure including shape, size, design, style, fenestration, materials and decorative details.

Building means any structure having a roof that may provide shelter, support, protection or enclosure of persons, animals, or property of any kind (See structure.).

Building Inspector means the Director of the Building Inspection Division or designee.

Bulk means the size and setbacks of buildings or structures and the location of such buildings or structures with respect to one another.

Certificate of Appropriateness means an official form issued by the Preservation Planner stating that the proposed work on a designated landmark or on a building in a historic district is in accord with the requirements of this ordinance and that (1) the proposed work may be completed as specified in the certificate; and (2) that the Building Inspector may issue any permits needed to do the work specified in the certificate.

Character (of a Building and a Historic District) means the sum of all physical attributes in a historic place which can include setting, property types, form, proportion, architectural style, construction methods, and materials.

Commission or Landmarks Commission means the Landmarks Commission created under Sec. 33.19, MGO.

Construction means the erection of any new structure or the alteration of any existing structure (See structure and alteration.).

Demolish means the act or process that removes or destroys in whole or in part a building, structure, or resource.

Demolition by Neglect means the process of allowing landmarks, landmark sites or improvements in historic districts to decay, deteriorate, become structurally defective, or otherwise fall into disrepair.

Development means any improvement or alteration to an existing improvement.

Guideline means a principle put forward to help determine a course of action. Under this ordinance, guidelines adopted in a historic district shall serve as a collective set of principles to promote architectural compatibility of new construction and exterior alterations in a historic district.

Gross Volume means the entire volume measured in cubic feet enclosed by a structure including attached structures, dormers, attics, crawl spaces, or penthouses. Gross volume is measured from the outside surface of the exterior walls including any portions above existing grade to the roof line. It does not include courtyards with no roof, balconies, canopies, or portions below grade. Decorative or structural features that extend beyond the plane of the outside face of the exterior wall such as trim, cornices, pilasters, buttresses and overhangs are not included.

Height (of a Building) means the vertical distance in feet measured from the arithmetic mean ground level adjoining the structure to the highest point of the roof or parapet of a building, whichever is higher, or to the top of a structure.

Historic District means an area designated by the Common Council pursuant to Subchapter G of this ordinance.

Historic Resource means any building, structure, sign, feature, improvement, site, or area having significant architectural, archaeological, anthropological, historical, or cultural value. Historic Resources include properties designated as landmarks or historic resources in a historic district ordinance.

Improvement means any structure, landscape feature or object intended to enhance the value or utility of a property (See structure, landscape feature and object.)

Landmark means

(a) Any improvement which has architectural, cultural, or historic character or value reflecting the development, heritage or cultural characteristics of the City, state or nation and which has been designated as a landmark pursuant to the provisions of this chapter, or

(b) Any land of historic significance due to a substantial value in tracing the history of humankind, or upon which an historic event has occurred, and which has been designated as a landmark pursuant to the provisions of this chapter.

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Landmark Site means the lot or parcel identified in the official landmark designation maintained by the City Planning Division. If a landmark designation does not identify a lot or parcel, landmark site means any lot, or part thereof, on which is situated a landmark, and any abutting lot, or part thereof, used as and constituting part of the premises on which the landmark is situated.

Landscape means the improvements, topography, plants and open spaces in an area and their arrangement and patterns (See improvement.).

Landscape Feature means any improvement to the natural landscape including plants, gardens, parks, greenways and landscaping around structures (See improvement.).

Lot means a tract of land, designated by metes and bounds, land survey, minor land division or plat recorded with the Dane County Register of Deeds.

Master means an architect or designer of recognized greatness who is responsible for a body of published work or structures that are notable for their quality, innovation, or level of proficiency within their craft.

Natural Feature means any native plant community, geological feature, or other natural element. Examples include prairies, oak savannas, water elements, topography, or rock outcroppings.

Object means any improvement that is of relatively small scale or of simple construction for primarily ornamental or artistic purposes including fountains, monuments, or sculptures (See improvement.).

Owner means any person having legal possession, custody, or control of an improvement on a landmark site or in an historic district.

Period of Significance means the duration of time between beginning and ending years during which a historic district is associated with the important events, activities, persons, or attained characteristics which qualify it for historic district status. Specific periods of significance are identified for each historic district in Subchapter G.

Person means an individual, corporation, partnership, limited liability company, cooperative, trust, association or business entity. For purposes of repeated violations of the provisions of this chapter, any corporation, partnership, limited liability company, cooperative, trust, association or business entity is considered the same as another corporation, partnership, limited liability company, cooperative, trust, association or business entity if they share at least one (1) officer.

Preservation means the act or process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property or historic resource.

Preservation Planner means the person designated under Sec. 41.05.

Reconstruction means the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

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

Restoration means the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

Secretary of the Interior's Standards for the Treatment of Historic Properties means the principles developed by the National Park Service (36 C.F.R. 68.3, as may be amended) to help protect historic properties by promoting consistent preservation practices and providing guidance to historic building owners and building managers, preservation consultants, architects, contractors, and project reviewers on how to approach the treatment of historic properties. The Secretary of the Interior Standards for Treatment of Historic Properties may also be referred to in this ordinance as "Secretary of the Interior's Standards."

Site means any location of an event, a prehistoric or historic occupation or activity where the location itself maintains value or significance. Examples include Indian trails, effigy mounds, battlegrounds, or locations of former structures.

Standard means a rule that is required. Under this ordinance, all standards adopted in a historic district must be complied with in every instance of development in that district.

Structure means any building or improvement attached to land (See building and improvement.).

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Visually Compatible means harmonious with location, context, setting and character.

### 41.03 GENERAL ADMINISTRATIVE PROVISIONS.

- (1) Computing Time Periods. In computing any period of time prescribed by this ordinance, the day of the act or event from which the designated period of time begins shall not be included. The last day of the period so computed shall be included. When the period of time prescribed or allowed is less than eleven (11) days, Saturdays, Sundays and holidays shall be excluded from the computation.
- (2) Conflicting Regulations. Where the regulations imposed by this ordinance are either more or less restrictive than regulations in other ordinances or laws, including Chapter 28, MGO, the regulations which are more restrictive or which impose higher standards or requirements shall prevail, unless an exception to this provision is specifically noted.
- (3) Separability. A court decision invalidating any provision or application of this chapter does not invalidate any other provision or application of this chapter, except as specifically provided by law or court order.
- (4) Imminent Threat to Life, Health or Property. This chapter does not limit, or require Landmarks Commission approval for, any construction, reconstruction, alteration or demolition that is specifically ordered by a court or governmental agency to prevent an imminent threat to life, health or property.
- (5) Measuring 200 Feet Around Properties. Certain provisions of this chapter reference properties that are within two hundred (200) feet of a subject property. Under this chapter, measurements around properties shall be taken from the lot lines of the subject property two hundred (200) feet in all directions. Any improvements located on lots that fall within this measurement shall be considered within two hundred (200) feet of the subject property.
- (6) Transition Rule. The comprehensive revision of the Historic Preservation ordinance is happening in two phases, best described as Subchapters A-F (Phase I) and Subchapter G (Phase II), with the formal adoption of Phase I happening before the formal adoption of Phase II. The revision of Subchapters A-F was not intended to change the substance of the historic district ordinances contained in Subchapter G. If conflicts exist between standards contained in Subchapters A-F and standards contained in Subchapter G, the standards in Subchapter G shall prevail. Upon the formal adoption of Phase II, this transition rule shall no longer apply and staff shall ensure that this transition rule is removed from the chapter.

## SUBCHAPTER 41B: LANDMARKS COMMISSION

### 41.04 LANDMARKS COMMISSION.

The Landmarks Commission shall do all of the following with advice and assistance from the Preservation Planner.

- (1) Administer this chapter.
- (2) Carry out its responsibilities under Secs. 28.144, 28.185, and 33.19(2), MGO.

### 41.05 PRESERVATION PLANNER.

The Preservation Planner is a staff member of the Department of Planning and Community and Economic Development. The Preservation Planner shall staff the Landmarks Commission and carry out the duties that the Landmarks Commission properly delegates to the Preservation Planner under this chapter. In carrying out those duties, the Preservation Planner shall exercise his or her own professional judgment and expertise, consistent with this chapter and subject to general oversight by the Landmarks Commission.

### 41.06 PUBLIC HEARINGS AND HEARING NOTICES.

- (1) Hearings, General. The Landmarks Commission shall hold a public hearing whenever a hearing is required by this chapter, and may hold other hearings as necessary to carry out its responsibilities under Sec. 41.04 and Sec. 33.19.
- (2) Hearing Notices, General. Notice of the time, place and purpose of the hearing shall be given by a Class 2 Notice in the official City newspaper or as otherwise allowed under Wis. Stat. § 985.07, for all of the following:

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- (a) Any hearing on the proposed designation of a landmark under Sec. 41.07 or the proposed rescission of a landmark designation under Sec. 41.08.
- (b) Any hearing on a proposed certificate of appropriateness under Subchapter F.
- (c) Any hearing on a proposed variance under Sec. 41.19.
- (d) Any hearing on the proposed creation or amendment of a historic district under Subchapter D.
- (e) Any hearing on a Notice of Demolition by Neglect under Sec. 41.15.
- (3) Additional Notice; When Required. In addition to notice provided under sub. (2) above, the Commission shall in the following cases provide additional notice to the following persons at least ten (10) days prior to the hearing date:
  - (a) If the hearing pertains to a specific site or structure:
    - 1. Each owner of record of the lot on which that site or structure is located.
    - 2. Each owner of record of each lot located within two hundred (200) feet, measured according to Sec. 41.03(5) of any lot on which the site or structure is wholly or partially located.
  - (b) If the hearing pertains to the creation or amendment of a historic district:
    - 1. All owners of record of lots located wholly or in part within the historic district.
    - 2. The alder of each aldermanic district in which any part of the historic district is located.
  - (c) If the hearing pertains to a proposed certificate of appropriateness or variance, to the alder in whose aldermanic district the affected site or structure is located.

### SUBCHAPTER 41C: LANDMARKS

#### 41.07 DESIGNATING LANDMARKS.

- (1) Designation. The Common Council, after considering the recommendation of the Landmarks Commission under sub. (5) below, may designate a landmark according to this section.
- (2) Standards. A site, improvement, or site with improvements may be designated as a landmark if the proposed landmark meets any of the following:
  - (a) It is associated with broad patterns of cultural, political, economic or social history of the nation, state or community.
  - (b) It is associated with the lives of important persons or with important event(s) in national, state or local history.
  - (c) It has important archaeological or anthropological significance.
  - (d) It embodies the distinguishing characteristics of an architectural type inherently valuable as representative of a period, style, or method of construction, or of indigenous materials or craftsmanship.
  - (e) It is representative of the work of a master builder, designer or architect.
- (3) Nomination. Any person may nominate a site, improvement, or site with improvements for designation as a landmark. The person shall submit the nomination to the City Planning Division, to the attention of the Preservation Planner, on a nomination form approved by the Landmarks Commission. The nomination shall clearly identify the proposed landmark, landmark site, and document why it qualifies under sub. (2). The Preservation Planner may ask the person to submit additional information and documentation as needed to complete or clarify the nomination. When the Preservation Planner determines that the nomination is complete, the Preservation Planner shall refer the nomination to the Landmarks Commission.
- (4) Landmarks Commission Review and Public Hearing. Whenever the Landmarks Commission receives a complete, accurate nomination under sub. (3), the Commission shall review the nomination. As part of its review, the Commission shall publish a hearing notice according to Sec. 41.06 and hold a public hearing on the nomination. The Commission may also conduct its own investigation of the facts, as it deems necessary.
- (5) Landmarks Commission Action. After the Landmarks Commission holds a public hearing and completes its review under sub. (4), the Commission shall report to the Common Council a recommendation supporting or opposing the proposed landmark designation. The Commission may recommend landmark designation subject to terms and conditions that are consistent with this chapter. The Commission shall send a notice of the recommendation to each owner of record of each lot on which

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the proposed landmark is located at least ten (10) days before any meeting at which the Common Council may act on the Commission's recommendation.

(6) Common Council Action. After considering the Landmarks Commission's report recommendation under sub. (5), and based on the standards under sub. (2), the Common Council shall vote to designate or decline to designate the property as a landmark. The City Clerk shall promptly notify the Building Inspector and the City Assessor of each landmark designation. The City Clerk shall record the designation with the Dane County Register of Deeds at the City's expense.

(7) Voluntary Supplemental Restrictions. The Common Council may at any time supplement the terms of a landmark designation, pursuant to an agreement between the landmark owner and the Landmarks Commission, to enhance the preservation and protection of the landmark.

(8) Recognition of Landmarks. Whenever the Common Council designates a landmark under sub. (6), the Landmarks Commission shall affix a plaque identifying the property as a landmark to the landmark or landmark site. The plaque shall be placed so that it is easily visible to passing pedestrians. In the case of a landmark structure, the plaque shall include the accepted name of the landmark, the date of its construction, and other information that the Landmarks Commission considers appropriate. In the case of a landmark that is not a structure, the plaque shall include the common name of the landmark and other information that the Commission considers appropriate. If the Commission determines that because the landmark is ecologically or culturally sensitive a plaque would be inappropriate, no plaque is required. No person may remove or modify a plaque without approval of the Preservation Planner.

(9) Amending a Landmark Designation. Any person may petition the Landmarks Commission to amend a Landmark Designation. The process for amending a landmark shall be the same as for designating a landmark under subsections (1)-(7) above.

### 41.08 RESCINDING A LANDMARK DESIGNATION.

(1) Common Council May Rescind. The Common Council, after considering the recommendation of the Commission under sub. (5) below, may rescind a landmark designation.

(2) Requesting Rescission.

(a) Any person who is listed as the owner of record of a landmark at the time of its designation who has held continuous ownership since designation, and any person who has inherited the landmark from such a person may petition for rescission of the designation. The request shall explain the grounds for the proposed rescission, and shall include documentation to show that the proposed rescission satisfies the standards under sub. (3)(a) below.

(b) Any person who is listed as the owner of record may petition for rescission of the designation. The request shall explain the grounds for the proposed rescission, and shall include documentation to show that the proposed rescission satisfies the standards under sub. (3)(b) below.

(c) The Preservation Planner may ask the landmark owner to submit additional information, as needed, to complete or clarify the request.

(3) Standards.

(a) A request to rescind a landmark designation under sub. (2)(a) above shall be approved only if the owner of record at the time of designation demonstrates that he or she is unable to find a buyer willing to abide by the regulations to which the project is subject, even though he or she has made reasonable attempts in good faith to find and attract such a buyer. Such attempts must be supported by evidence including but not limited to the following:

1. Comparable real estate listings showing current market values.
2. Current real estate listing including disclosure statement.
3. Dates of real estate agent showings.
4. Original listing date.
5. Original listing amount and dates of subsequent changes.
6. Value of improvements made to the property during ownership.
7. Current assessed value.
8. Whether the owner has received a fair and reasonable offer to purchase the structure.
9. List of routine maintenance and associated costs during ownership.

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(b) A request to rescind a landmark designation under sub. 2(b) above shall be approved only when the physical appearance of the site has changed substantially such that the site no longer meets the standards set forth for designation in Sec. 41.07 of this ordinance, provided that such change was not due to the owner of record's failure to maintain the property as required by this ordinance.

(4) Landmarks Commission Review and Public Hearing. When the Preservation Planner finds that a request under sub. (2) above is complete, the Preservation Planner shall refer the request to the Landmarks Commission. The Commission shall review and hold a public hearing on the request for rescission. The Commission shall give prior notice of the hearing as provided in Sec. 41.06. The Commission may gather other information, in addition to hearing testimony and evidence, which may be relevant to its evaluation of the request.

(5) Landmark Commission Action. After holding a public hearing and completing its review under sub. (4) above, the Landmarks Commission shall determine whether the requested rescission meets applicable standards under sub. (3) above. The Commission shall report its finding, along with reasons for it, to the Common Council. The Commission shall send written notice of its findings to each owner of record of each lot on which the landmark is located at least ten (10) days before any meeting at which the Common Council may act on the Commission's findings.

(6) Common Council Action. After considering the Commission's report under sub. (5) and applying the standards under sub. (3) above, the Common Council may rescind a landmark designation. The City Clerk shall notify the Director of the Building Inspection Division and the City Assessor of each rescission. The City Clerk shall record the rescission with the Dane County Register of Deeds at the City's expense.

### 41.09 ALTERING OR DEMOLISHING LANDMARKS.

No person may do any of the following without a certificate of appropriateness issued under Subchapter F:

- (1) Add a new structure to a landmark or landmark site.
- (2) Materially alter a landmark or the exterior of a landmark.
- (3) Demolish or relocate a landmark or any part of a landmark.
- (4) Install a sign on the exterior of a landmark or on a landmark site.
- (5) Divide any lot comprising all or part of a landmark site, or voluntarily grant any easement on that lot if doing so may impair the preservation, maintenance, exterior appearance or historic character of the landmark or landmark sit

## SUBCHAPTER 41D: HISTORIC DISTRICTS

### 41.10 CREATING AND AMENDING HISTORIC DISTRICTS.

(1) Authority. The Common Council, after considering the recommendations of the Landmarks Commission and the City Plan Commission under this section, may do any of the following:

- (a) Create a new historic district.
  - (b) Amend an existing historic district. An amendment may include a boundary adjustment or an amendment of standards specific to that historic district, provided that the amendment complies with this chapter.
  - (c) Reject a proposed historic district designation.
- (2) Criteria. A historic district shall be of particular historic, architectural, or cultural significance to the City of Madison, as indicated by at least one of the following criteria:
- (a) The district is associated with broad patterns of cultural, political, economic or social history of the nation, state or community.
  - (b) The district is associated with the lives of important persons, and/or with important events in national, state or local history.
  - (c) The district encompasses an area of particular archaeological or anthropological significance.
  - (d) The district embodies the distinguishing characteristics of an architectural type inherently valuable for its representation of a period, style, or method of construction, or of indigenous materials or craftsmanship.
  - (e) The district is representative of the work of a master builder, designer or architect.

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### (3) Process.

(a) Request. Any person, including the Preservation Planner, may request the creation or amendment of a historic district. The person shall submit the request to the City Planning Division, to the attention of the Preservation Planner, on a form approved by the Landmarks Commission. The request shall clearly describe the proposed historic district or amendment, and shall clearly explain and document why the request should be approved. The Preservation Planner shall promptly notify the Landmarks Commission of each request and shall review the request for completeness. The Preservation Planner may ask the requester to submit additional information and documentation as needed. When the Preservation Planner finds that the request is complete, the Preservation Planner shall refer the request to the Landmarks Commission.

(b) Review by Landmarks Commission. Whenever the Landmarks Commission receives a complete and accurate request under sub (3)(a) above, the Commission shall publish a hearing notice under Sec. 41.06 and hold a public hearing on the request. Following the public hearing, the Landmarks Commission shall recommend approval, disapproval, or approval subject to changes specified by the Commission. The Landmarks Commission shall forward its recommendation to the City Plan Commission and the Common Council. If the Commission recommends the creation or amendment of a historic district, the Commission's recommendation shall be accompanied by a proposed historic district ordinance pursuant to Sec. 41.11 to implement the recommendation.

(c) Review by City Plan Commission. Whenever the Landmarks Commission recommends the creation or amendment of a historic district under sub. (3)(b) above, the City Plan Commission shall review the proposed ordinance creating or amending the historic district and make its recommendation to the Common Council. The City Plan Commission shall make its recommendation within ninety (90) days after receiving the Landmarks Commission recommendation, and at least thirty (30) days before the Common Council holds a public hearing on the proposal under sub. (3)(d) below.

(d) Action by Common Council. Whenever the Landmarks Commission recommends the creation or amendment of a historic district under sub. (3)(b) above, the Common Council shall do all of the following after considering that recommendation and the recommendation of the City Plan Commission under sub. (3)(c) above:

1. Hold a public hearing on the ordinance proposed by the Landmarks Commission.
2. Adopt, adopt with modifications, or reject the ordinance proposed by the Landmarks Commission.

### **41.11 HISTORIC DISTRICT ORDINANCE REQUIREMENTS.**

(1) General. An ordinance creating a historic district under Sec. 41.10 shall do all of the following:

- (a) Clearly delineate the boundaries of the historic district.
- (b) Specify the rationale for creating the historic district.
- (c) Identify historic resources in the historic district, including landmarks, landmark sites, and properties constructed during the district's period of significance.
- (d) Establish development standards and guidelines for reviewing development in the district, as provided in sub. (2) below.

(2) Development Standards and Guidelines. In any proposed ordinance under this section, the Landmarks Commission should consider including the following as standards or guidelines:

- (a) Any new structure located on a lot that lies within two hundred (200) feet of a designated historic resource shall be visually compatible with that historic resource, particularly in regards to:
  1. Bulk and massing.
  2. In the street elevation of a structure, the facade's proportion of width to height.
  3. The proportions and relationships between doors and windows in the street and publicly visible facade.
  4. The proportion and rhythm of solids to voids, created by openings in the facades.
  5. Colors and patterns used on all facades.
  6. The design of the roof.
  7. The landscape treatment.
  8. The texture and materials used in all facades.

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- (b) The existing rhythm created by existing structure masses and spaces between them shall be preserved.
- (c) The amount, shape, and pattern of open spaces shall be sensitive to the character of the district.
- (d) The landscape plan shall be sensitive to the individual structure, its occupants and their needs.
- (e) All street facades shall blend with other structures via directional expression. When adjacent structures have a dominant horizontal or vertical expression, this expression shall be carried over and reflected.
- (f) Architectural details should be incorporated as necessary to relate the new with the old and to preserve and enhance the historic character of the district.
- (g) Gross volume, height, and other quantitative measurements of the proposed structure shall be sensitive to similar quantitative measurements of historic resources within two hundred (200) feet of the proposed structure.

### **41.12 CONSTRUCTING, ALTERING, OR DEMOLISHING STRUCTURES IN HISTORIC DISTRICTS.**

No person may do any of the following in a historic district without a certificate of appropriateness issued under Subchapter F:

- (1) Construct a new structure.
- (2) Materially alter the exterior of an existing structure.
- (3) Demolish or relocate an existing structure.
- (4) Install a sign.
- (5) Divide any lot, consolidate any lot, or voluntarily grant any easement on any lot if doing so may distract from the historic character of the district.

## **SUBCHAPTER 41E: MAINTAINING LANDMARKS, LANDMARK SITES AND HISTORIC DISTRICTS**

### **41.13 PUBLIC INTEREST IN PRESERVATION AND MAINTENANCE.**

The Common Council finds that it is in the public interest to preserve and maintain landmarks, landmark sites, and improvements in historic districts, and to vigorously enforce this chapter and other City ordinances that have a related purpose.

### **41.14 MAINTENANCE OBLIGATION; ENFORCEMENT; PENALTIES.**

- (1) Maintenance Obligation. Every owner of a landmark, improvement on a landmark site, or improvement in a historic district shall do all of the following:
  - (a) Protect the improvement against exterior decay and deterioration.
  - (b) Keep the improvement free from structural defects.
  - (c) Maintain interior portions of the improvement, the deterioration of which may cause the exterior portions of such improvement to fall into a state of disrepair.
  - (d) Refrain from actions that cause or may cause exterior decay and deterioration of a landmark, improvement on a landmark site, or improvement in a historic district that is located on a directly abutting property.
  - (e) Refrain from unreasonably preventing the owner of a landmark, improvement on a landmark site, or improvement in a historic district that is located on a directly abutting property from maintaining its property. It is not unreasonable to require a person entering upon your property to pay a fee and provide a bond, insurance or indemnity.
- (2) Enforcement.
  - (a) The Building Inspector or designee is authorized to enforce the provisions of this chapter.
  - (b) The Building Inspector may issue an official written notice to a property owner, requiring the property owner to correct a violation of Sec. 41.14(1) above by a date specified in the notice, and may issue an official written notice to a property owner who is in violation of Sec. 41.14(1)(d) or (e) above.
  - (c) The Building Inspector shall notify the Preservation Planner of all official compliance notices issued to owners of landmarks or improvements in historic districts. The Building Inspector shall further notify the Preservation Planner whenever a property owner fails to correct a violation by the compliance date specified in an official notice.

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(d) City agencies or commissions responsible for enforcing Chapters 18, 27, 29, 30 and 3, MGO, or, in the absence of such city agency or commission, the Building Inspector, may grant individual variances from those chapters to facilitate historic preservation and maintenance under this chapter, provided that such variance does not endanger public health or safety or vary any provisions of this chapter.

(3) Public Hearing. A property owner may file a request with the Landmarks Commission for a public hearing if the property owner has made attempts to maintain their property as required by this ordinance but has been prevented from doing so by a neighbor whose property directly abuts that of the property owner seeking relief. Upon receiving such a request, the Landmarks Commission shall issue a hearing notice under Sec. 41.06 and hold a public hearing. If, after a public hearing, the Landmarks Commission finds that the property owner seeking relief has made efforts to correct the alleged violation but has been prevented from doing so by a directly abutting property owner, the Landmarks Commission shall find that reasonable efforts to maintain have been made. In considering whether efforts to maintain have been made under this section, the Landmarks Commission shall take into account whether the property owner seeking relief has also prevented his or her directly abutting neighbors from maintaining their own property. If such a finding is made, the enforcement of any maintenance notice or citation shall be suspended as to that violation and the finding may be used as a defense to a charge of Demolition by Neglect under Sec. 41.15. Furthermore, upon making such a finding, the Landmarks Commission shall report its finding to the Building Inspector for the issuance of a citation under Sec. 41.14(1)(d) or (e) above. A Landmarks Commission decision under this section that one neighbor is unreasonably preventing the owner of a directly abutting property from maintaining their property is prima facie evidence of a violation of sub. (1)(e) above for purposes of any municipal court or civil court action. An owner that is affected by the decision of the Landmarks Commission under this subsection may appeal as provided in Wis. Stat. § 62.23(7)(em)3.

(4) Penalties. Violations of the provisions in this ordinance shall be subject to a minimum forfeiture of two hundred fifty dollars (\$250) and a maximum forfeiture of five hundred dollars (\$500) for each separate violation. A second violation within thirty-six (36) months shall be subject to a minimum forfeiture of five hundred dollars (\$500) and maximum forfeiture of one thousand dollars (\$1,000) for each separate violation. A third violation within thirty-six (36) months shall be subject to a minimum forfeiture of one thousand dollars (\$1,000) and maximum forfeiture of two thousand dollars (\$2,000) for each separate violation. Each and every day during which a violation continues shall be deemed to be a separate violation. All fines imposed under this ordinance shall be tripled if the Court makes an additional finding that the subject property is undergoing demolition by neglect as defined by this ordinance. A finding of demolition by neglect by the Landmarks Commission as provided in Sec. 41.15 below shall be prima facie evidence of demolition by neglect for purposes of any civil court action.

### **41.15 DEMOLITION BY NEGLECT.**

The owner of a landmark, improvement on a landmark site, or improvement in a historic district, may not allow the landmark or improvement to undergo demolition by neglect.

(1) Notice of Demolition by Neglect. If the Building Inspector believes that a landmark or improvement is undergoing demolition by neglect, the Building Inspector shall give written notice of that belief to the owner of the landmark or improvement. The Building Inspector shall give a copy of the notice to the Preservation Planner and the Landmarks Commission.

(2) Public Hearing. Upon receiving a notice under Sec. 41.15(1), the Landmarks Commission shall issue a hearing notice under Sec. 41.06 and hold a public hearing to determine whether the landmark or improvement is undergoing demolition by neglect. The Commission shall hold the public hearing within ninety (90) days of receiving the notice under Sec. 41.15(1).

(3) Landmarks Commission Finding. If, after a public hearing, the Landmarks Commission finds that a landmark or improvement is undergoing demolition by neglect, it shall report its finding to the Common Council, the Building Inspector and the Office of the City Attorney. A Landmarks Commission finding of demolition by neglect is prima facie evidence of demolition by neglect for purposes of any administrative or civil court action, and also constitutes a determination that a public nuisance exists under Sec. 27.05(3), MGO.

(4) Appeal of Landmarks Commission Finding.

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- (a) An appeal from a Landmarks Commission finding under Sec. 41.15(3) may be taken to the Common Council by the owner of the affected landmark or improvement, the alder of the district in which the subject property is located, or by the owners of twenty percent (20%) of the number of parcels of property within two hundred (200) feet of the subject property, measured according to Sec. 41.03(5).
- (b) An appeal under sub. (a) shall be filed with the City Clerk within ten (10) days after the Landmarks Commission makes its finding. The appeal shall include the name and address of each petitioner, and shall specify the grounds for appeal. The City Clerk shall forward the petition to the Common Council.
- (c) The Common Council shall hold a public hearing regarding any appeal it receives under sub. (b).
- (d) Following a public hearing, the Common Council may, by favorable vote of two-thirds ( $\frac{2}{3}$ ) of its members, reverse or modify the Landmarks Commission finding, with or without conditions, or may refer the matter back to the Commission with or without instructions, if it finds that the Commission's decision is contrary to applicable standards under this subchapter.
- (5) Abatement by the City. If the Landmarks Commission finds under Sec. 41.15(3) that a landmark or improvement is undergoing demolition by neglect, the Building Inspector may proceed under the non-summary abatement procedures set forth in Sec. 27.05(3)(e), to repair the landmark or improvement to abate the nuisance. The cost of the required repairs shall be paid by the property owner, or shall be imposed as a special charge against the property and collected pursuant to the provisions of Sec. 4.09(13), MGO, and Wis. Stat. § 66.0627.
- (6) Acquisition by City. If the Landmarks Commission finds under Sec. 41.15(3) that a landmark or improvement is undergoing demolition by neglect, the Common Council may authorize the City to acquire the property under Wis. Stat. § 66.1111(2), if necessary through the initiation of condemnation proceedings under Wis. Stat. § 32.06.

### SUBCHAPTER 41F: CERTIFICATES OF APPROPRIATENESS—PROJECTS ON LANDMARKS, LANDMARK SITES AND IN HISTORIC DISTRICTS

#### 41.16 CERTIFICATE OF APPROPRIATENESS REQUIRED.

A certificate of appropriateness is required for all of the actions identified under Secs. 41.09 and 41.12.

#### 41.17 OBTAINING A CERTIFICATE OF APPROPRIATENESS.

- (1) Application. A property owner may apply for a certificate of appropriateness for a proposed action under Sec. 41.16 related to that owner's property. The property owner shall file the application on a form approved by the Landmarks Commission. The property owner shall file the application with the City Planning Division, to the attention of the Preservation Planner. Every application shall include at least the following information unless otherwise indicated by the Preservation Planner:
- (a) Completed Application document.
  - (b) Narrative Description of the project.
  - (c) Architectural drawings, which may include:
    1. Scalable drawing set reduced to 11" x 17".
    2. Floor plans.
    3. Dimensioned site plans showing siting of structures, grading, landscaping, pedestrian and vehicular access, lighting, signage, and other features.
    4. Elevations of all sides showing exterior features and finishes, subsurface construction, floor and roof.
    5. Plan views of above- and below-grade levels and roof.
    6. For proposals of more than two (2) commercial or residential or combination thereof units, a minimum of two (2) accurate street-view normal perspectives shown from a viewpoint of no more than five (5) feet above existing grade.
  - (d) Any other information requested by the Preservation Planner to convey the aspects of the project.
  - (e) Signature of the property owner.

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- (2) Review for Completeness. The Preservation Planner shall review each application under sub. (1) for completeness. When the Preservation Planner finds that an application is complete, the Preservation Planner shall stamp the application with the date of the completeness finding. The Preservation Planner shall promptly forward each complete application to the Landmarks Commission unless, under Sec. 41.17(4), the Commission has authorized the Preservation Planner to administratively grant or deny the application.
- (3) Public Hearing; When Required. The Commission shall issue a notice under Sec. 41.06 and hold a public hearing on a complete application if the application proposes any of the following:
- (a) Demolition or removal of all or part of a landmark.
  - (b) Demolition or removal of a structure in a historic district.
  - (c) Construction of a new principal structure in a historic district or on a landmark site. (Am. by ORD-16-00082, 9-15-16)
  - (d) Construction of an accessory structure with a footprint larger than one hundred (100) square feet, not including decks and open porches, in a historic district or on a landmark site. (Am. by ORD-16-00082, 9-15-16)
  - (e) Land divisions and combinations.
  - (f) Exterior alteration of a structure in a historic district that increases the footprint of the structure more than one hundred (100) square feet, not including decks and open porches.
- (4) Administrative Approval. The Landmarks Commission may authorize the Preservation Planner to act on an application for certificate of appropriateness on projects that do not require a public hearing, provided that the Commission shall first adopt written policies establishing which projects can be administratively approved by the Preservation Planner, and that the Preservation Planner follows the Commission's written policies when granting or denying applications under this provision.
- (5) Granting or Denying an Application. Within sixty (60) days of a completeness finding under Sec. 41.17(2), the Preservation Planner or Landmarks Commission shall, based upon the applicable standards in Sec. 41.18, approve or deny the application for certificate of appropriateness. Failure to approve or deny an application within sixty (60) days of a completeness finding shall be deemed a denial of the application, effective on the last day of the determination period. The determination period may be extended an additional sixty (60) days with the applicant's written agreement.
- (6) Issuance of a Certificate of Appropriateness. Upon approval of an application, the Preservation Planner shall issue a certificate of appropriateness to the property owner.
- (7) Expiration of a Certificate of Appropriateness. A certificate of appropriateness shall expire two (2) years from the date of issuance unless a building permit is obtained within such period.

### 41.18 STANDARDS FOR GRANTING A CERTIFICATE OF APPROPRIATENESS.

A certificate of appropriateness shall be granted only if the proposed project complies with this chapter, including all of the following standards that apply.

- (1) New Construction or Exterior Alteration. The Landmarks Commission shall approve a certificate of appropriateness for exterior alteration or construction only if:
- (a) In the case of exterior alteration to a designated landmark, the proposed work would meet the Secretary of the Interior's Standards for Rehabilitation.
  - (b) In the case of exterior alteration or construction of a structure on a landmark site, the proposed work would meet the Secretary of the Interior's Standards for Rehabilitation.
  - (c) In the case of exterior alteration or construction on any property located in a historic district, the proposed exterior alteration or construction meets the adopted standards ~~and guidelines for that district in Subchapter 41G.~~
  - (d) In the case of any exterior alteration or construction for which a certificate of appropriateness is required, the proposed work will not frustrate the public interest expressed in this ordinance for protecting, promoting, conserving, and using the City's historic resources.
- (2) Demolition or Removal. In determining whether to approve a certificate of appropriateness for any demolition or removal of any landmark or structure within a historic district, the Landmarks Commission shall consider all of the following, and may give decisive weight to any or all of the following:

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- (a) Whether the structure is of such architectural or historic significance that its demolition or removal would be detrimental to the public interest and contrary to the general welfare of the people of the City and the State.
- (b) Whether a landmark's designation has been rescinded.
- (c) Whether the structure, although not itself a landmark structure, contributes to the distinctive architectural or historic character of the historic district as a whole and therefore should be preserved for the benefit of the people of the City and the State.
- (d) Whether demolition or removal of the subject property would be contrary to the policy and purpose of this ordinance and/or to the objectives of the historic preservation plan for the applicable historic district as duly adopted by the Common Council.
- (e) Whether the structure is of such old and unusual or uncommon design, method of construction, or material that it could not be reproduced or be reproduced only with great difficulty and/or expense.
- (f) Whether retention of the structure would promote the general welfare of the people of the City and the State by encouraging study of American history, architecture and design or by developing an understanding of American culture and heritage.
- (g) The condition of the property, provided that any deterioration of the property which is self-created or which is the result of a failure to maintain the property as required by this chapter cannot qualify as a basis for the issuance of a certificate of appropriateness for demolition or removal.
- (h) Whether any new structure proposed to be constructed or change in use proposed to be made is compatible with the historic resources of the historic district in which the subject property is located, or if outside a historic district, compatible with the mass and scale of buildings within two hundred (200) feet of the boundary of the landmark site.

Prior to approving a certificate of appropriateness for demolition, the Landmarks Commission may require the applicant to provide documentation of the structure. Documentation shall be in the form required by the Commission.

(3) Signs. The commission shall approve a certificate of appropriateness for signs unless it finds that any of the following are true:

- (a) The size or design of the sign(s) would adversely affect the historic fabric of the structure or the district;
- (b) The sign(s) fails to comply with Chapter 31, MGO;
- (c) The sign(s) fails to comply with specific standards and guidelines for signs adopted in each historic district under this ordinance.

(4) Land Divisions and Combinations. The commission shall approve a certificate of appropriateness for land divisions, combinations, and subdivision plats of landmark sites and properties in historic districts, unless it finds that the proposed lot sizes adversely impact the historic character or significance of a landmark, are incompatible with adjacent lot sizes, or fail to maintain the general lot size pattern of the historic district.

### 41.19 VARIANCES.

(1) General. A property owner who applies for a certificate of appropriateness under Subchapter F may request a variance from one or more standards under Sec. 41.18. The Landmarks Commission may vary one or more standards under Sec. 41.18 for any of the following reasons:

- (a) Economic hardship under sub. (4) below.
- (b) Historic design under sub. (5) below.
- (c) Alternative design under sub. (6) below.
- (d) Projects which are necessary for the public interest under sub. (7) below.

(2) Variance Request. A property owner shall make a variance request under sub. (1) above on a form approved by the Landmarks Commission. The request shall include:

- (a) The name and address of the property owner.
- (b) The location of the property to which the request pertains.
- (c) The certificate of appropriateness application under Sec. 41.17 to which the variance request pertains.
- (d) The type of variance requested under sub. (1).

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- (e) The specific standard or standards under Sec. 41.18 from which the owner requests a variance.
- (f) The circumstances and supporting evidence that justify the requested variance.
- (g) Any other materials requested by the Preservation Planner or Landmarks Commission.
- (3) Hearing, Decision, and Appeal.
  - (a) The Landmarks Commission shall hold a public hearing on each variance request under sub. (1). The Commission shall give notice of the hearing as provided in Sec. 41.06. The Commission may combine the hearing with a hearing on the proposed certificate of appropriateness to which the variance request pertains, provided that the hearing notice identifies both items.
  - (b) After it holds a public hearing on a variance request, the Commission shall grant or deny the request.
  - (c) The Commission's decision under par. (b) may be appealed to the Common Council, as provided under Sec. 41.20.
  - (4) Economic Hardship Variance. The Landmarks Commission may grant a variance from a standard under Sec. 41.18 if all of the following apply:
    - (a) Strict literal application of the standard would deny the property owner a reasonable rate of return on investment, or would impose upon the property owner an unreasonable and unnecessary financial hardship.
    - (b) The circumstances justifying the variance are unique to the property in question, and,
      - 1. Were not caused by the owner's failure to maintain the property as required by this chapter; and
      - 2. Does not apply to a substantial portion of the historic district or historic resources within two hundred (200) feet of the subject property; and
      - 3. Will not alter the historic character of the historic district or historic resources within two hundred (200) feet of the subject property.
    - (c) The property owner documents the circumstances justifying the variance. The Landmarks Commission may publish evidentiary guidelines to assist property owners, and to ensure the Commission receives adequate documentation for variances granted under this subsection. Required documentation includes:
      - 1. Property purchase costs;
      - 2. Rental income;
      - 3. Real estate listings, disclosure statements, asking prices, and purchase offers;
      - 4. Tax assessments and real estate listing for comparable properties;
      - 5. Improvements made, and improvement costs incurred, during ownership;
      - 6. Routine maintenance costs incurred during ownership;
      - 7. Costs to comply with the standard from which a variance is requested;
      - 8. Other documentation reasonably requested by the Landmarks Commission.
  - (5) Historic Design Variance. The Landmarks Commission may grant a variance allowing, as part of the alteration of an existing structure, elements otherwise prohibited under Sec. 41.18 if all of the following apply:
    - (a) The property owner provides photographic or other evidence to show that other local structures, of similar age and style, incorporated similar elements as part of the original design.
    - (b) The proposed alteration complies with all other applicable standards under Sec. 41.18.
    - (c) The alteration will not destroy significant architectural features on the building.
  - (6) Alternative Design Variance. The Landmarks Commission may grant a variance allowing, in a new or altered structure, elements that are otherwise prohibited under Sec. 41.18 if all of the following apply:
    - (a) The elements will enhance the quality of the design.
    - (b) The design complies with all other applicable standards under Sec. 41.18.
    - (c) The design does not allow material deviations from historic district standards and guidelines that would undermine the character or purpose of the historic district.
    - (d) The design will have a beneficial effect on the historic character of the area within two hundred (200) feet of the subject property.
  - (7) Public Interest Variance. The Landmarks Commission may grant a variance allowing the construction of a new structure, or the alteration, demolition or removal of an existing structure, which

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would otherwise be prohibited under Sec. 41.18, if the Commission finds that a variance is necessary in the public interest. A variance is necessary in the public interest if the Commission finds all of the following:

- (a) The proposed building, object, site or structure provides unique, high priority benefits to the general public.
- (b) The benefits to the general public under sub. (7)(a) above substantially outweigh the strong public interest in preserving historic resources expressed in this chapter.
- (c) There are no reasonable alternatives to granting a variance that would allow the proposed project to occur in the city and satisfy the standards of this chapter.

### 41.20 APPEAL TO COMMON COUNCIL.

- (1) The applicant, the alder of the district in which the subject property is located, or the owners of twenty percent (20%) of the number of parcels of property within two hundred (200) feet of the subject property may appeal to the Common Council the decision of the Landmarks Commission to approve or deny a certificate of appropriateness or variance request.
- (2) The appellant(s) shall file a petition of appeal with the City Clerk within ten (10) days of the Landmarks Commission's final decision. The petition shall indicate the identity and address of the petitioners and the specific grounds for appeal.
- (3) Once a petition is filed, the City Clerk shall forward the petition to the Common Council. The Common Council shall set the appeal for a public hearing.
- (4) After a public hearing, the Common Council may, by favorable vote of a majority of its members, reverse or modify the decision of the Landmarks Commission with or without conditions, or refer the matter back to the Commission with or without instructions, if it finds that the Commission's decision is contrary to the applicable standards under Secs. 41.18, 41.19, or any district-specific standards contained in Subchapter G.

### 41.21 PENALTIES FOR FAILURE TO OBTAIN CERTIFICATE OF APPROPRIATENESS.

- (1) Permits. The Building Inspector shall not issue a permit allowing alteration, construction, demolition, removal, or for any other action for which a certificate of appropriateness is required unless the certificate has been approved by the Commission and issued by the Preservation Planner or designee.
- (2) Prohibition. No owner, operator, or person in charge of a landmark, landmark site or structure within an historic district shall cause or permit any painting of signs, alteration, construction, demolition or removal for which a certificate of appropriateness is required unless such Certificate has been approved by the Commission.
- (3) Penalty for Work Done Without, or in Violation of, a Certificate of Appropriateness. In addition to any other penalty provided in this chapter, the Landmarks Commission, may order the removal or modification of any alteration, construction or other work that was performed without a required certificate of appropriateness, or that was not performed in compliance with the conditions of a lawfully issued certificate of appropriateness, when such work does not meet the applicable standards for a certificate under Subchapter F of this ordinance. Alternatively, the Commission may order renovation to make such work comply with those standards.

## **SUBCHAPTER 41G: DESIGNATED HISTORIC DISTRICTS, HISTORIC DISTRICT ORDINANCES STANDARDS OF REVIEW FOR HISTORIC EXTERIOR ALTERATIONS, ADDITIONS AND NEW CONSTRUCTION IN HISTORIC DISTRICTS**

### ~~41.22 - MANSION HILL HISTORIC DISTRICT.~~

~~(1) Purpose and Intent. It is hereby declared a matter of public policy that a specific area of the City be identified, designated, and protected because of its special character and historical interest. This area, to be called the Mansion Hill Historic District, shall be described in general by the map and specifically by the legal description on file in the City Clerk's office. The purpose and intent of this ordinance shall be to designate this area in accordance with Subchapter D of this chapter.~~

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~~(2) — Criteria for Creation of Mansion Hill Historic District. In that the Mansion Hill Historic District reflects a pattern in the broad social history of Madison, the State and the Nation, and in that elements within the District meet the other three designation criteria, namely that many of the structures in the District:~~

~~(a) — Are identified with historic personages or with important events in national, state or local history;~~

~~(b) — Embody the distinguishing characteristics of an architectural type specimen, inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship;~~

~~(c) — Are representative of the notable work of a master builder, designer or architect whose individual genius influences his age;~~

~~The area described by the map and legal description shall be designated a historic district.~~

~~(3) — Historic Resources in the Mansion Hill Historic District.~~

~~(a) — Designated Landmarks.~~

~~(b) — Designated Landmark sites.~~

~~(c) — Properties constructed during the period of significance, 1850-1930.~~

~~(4) — Standards for Review of Development in the Mansion Hill Historic District.~~

~~(a) — Any new structure located within two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways:~~

~~1. — Height.~~

~~2. — Gross Volume.~~

~~3. — In the street elevation(s) of a structure, the proportion of width to height in the facade(s).~~

~~4. — The proportions and relationships of width to height of the doors and windows in street facade(s).~~

~~5. — The proportion and rhythm of solids to voids created by openings in the façade.~~

~~(b) — All street facades shall blend with other structures via directional expression. When adjacent structures have a dominant vertical or horizontal expression, this expression should be carried over and reflected.~~

~~(5) — Reference to Plan. The requirements in this section derive from a plan entitled "The Mansion Hill Historic Preservation Plan and Development Handbook," City Planning Department, 1975.~~

### **41.23 — THIRD LAKE RIDGE HISTORIC DISTRICT.**

~~(1) — It is hereby declared a matter of public policy that a specific area of the City be identified, designated, and protected because of its special character and historical interest and significance. This area, to be called the Third Lake Ridge Historic District, shall be described in general by the map and specifically by the legal description on file in the City Clerk's Office. The purpose and intent of this ordinance shall be to designate this area in accordance with Subchapter D of this Chapter.~~

~~(2) — Criteria for the Creation of the Third Lake Ridge Historic District.~~

~~In that the Third Lake Ridge Historic District area reflects a broad pattern of social history of Madison and the State and the Upper Midwest, and in that elements within the District meet other designation criteria in Sec. 41.10(2) of this chapter, namely that many of the structures and sites in the District:~~

~~(a) — Are identified with historic personages or with important events in state or local history; and~~

~~(b) — Embody the distinguishing characteristics of an architectural type specimen, inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship;~~

~~The area described by the map and legal description shall be designated a historic district.~~

~~(3) — Historic Resources in the Third Lake Ridge Historic District.~~

~~(a) — Designated Landmarks.~~

~~(b) — Designated Landmark Sites.~~

~~(c) — Properties constructed during the period of significance, 1850-1929.~~

~~(4) — Standards for New Structures in the Third Lake Ridge Historic District — Parcels Zoned for Employment Use. Any new structure on parcels zoned for employment use that are located within two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways:~~

~~(a) — Gross volume.~~

~~(b) — Height.~~

~~(5) — Standards for Exterior Alterations in the Third Lake Ridge Historic District — Parcels Zoned for Employment Use. Any exterior alterations on parcels zoned for employment use that are located within~~

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~~two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways:~~

~~(a) Height.~~

~~(6) Standards for New Structures in the Third Lake Ridge Historic District – Parcels Zoned for Mixed Use and Commercial Use. Any new structures on parcels zoned for mixed use and commercial use that are located within two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways:~~

~~(a) Gross Volume.~~

~~(b) Height.~~

~~(c) The proportion and rhythm of solids to voids in the street facade(s).~~

~~(d) The materials used in the street facade(s).~~

~~(e) The design of the roof.~~

~~(f) The rhythm of buildings masses and spaces.~~

~~(7) Standards for Exterior Alterations in the Third Lake Ridge Historic District – Parcels Zoned for Mixed Use and Commercial Use.~~

~~(a) Any exterior alterations on parcels zoned for mixed use and commercial use that are located within two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways:~~

~~1. Height~~

~~(b) Alterations of street façade(s) shall retain the original or existing historical proportion and rhythm of solids to voids~~

~~(c) Alterations of street facade(s) shall retain the original or existing historical materials.~~

~~(d) Alterations of roof shall retain its existing historical appearance.~~

~~(8) Standards for New Structures in the Third Lake Ridge Historic District – Parcels Zoned for Residential Use. Any new structures on parcels zoned for mixed use and residential use that are located within two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways: (Am. by ORD 16 00082, 9 15 16)~~

~~(a) Gross Volume.~~

~~(b) Height.~~

~~(c) The proportion and rhythm of solids to voids in the street facades.~~

~~(d) Materials used in the street facades.~~

~~(e) The design of the roof.~~

~~(f) The rhythm of buildings and masses.~~

~~(g) Directional expression.~~

~~(h) Materials, patterns and textures.~~

~~(i) Landscape treatment.~~

~~(9) Standards for Exterior Alterations in the Third Lake Ridge Historic District – Parcels Zoned for Residential Use.~~

~~(a) Any exterior alterations on parcels zoned residential use that are located within two hundred (200) feet of other historic resources shall be visually compatible with those historic resources in the following ways:~~

~~1. Height.~~

~~2. Landscape treatment.~~

~~3. Rhythm of mass and spaces.~~

~~(b) Alterations of the street façade(s) of any existing structure shall retain the original or existing historical proportion and rhythm of solids to voids.~~

~~(c) Alterations of the street façade(s) of any existing structure shall retain the original or existing historical materials.~~

~~(d) Alterations of the roof of any existing structure shall retain its existing historical appearance.~~

~~(e) Alterations of the street facade(s) shall retain the original or existing historical proportional relationships of door sizes to window sizes.~~

~~(10) Reference to Plan. The public policy guidelines in this subsection derive from a plan entitled "Third Lake Ridge Historic District," City Planning Department, January, 1978.~~

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### ~~41.24 UNIVERSITY HEIGHTS HISTORIC DISTRICT.~~

~~(1) Purpose and Intent. It is hereby declared a matter of public policy that a specific area of the City be identified, designated and protected because of its special character of historic interest and significance. This area, to be called University Heights Historic District, shall be described generally by the map and specifically by the legal description on file in the City Clerk's Office. The purpose and intent of this ordinance shall be to designate this area in accordance Subchapter D of this Chapter.~~

~~(2) Criteria for the Creation of the University Heights Historic District. In that the University Heights Historic District reflects a pattern in the broad social history of Madison and in the state and the nation and in that elements within the district meet the other three designation criteria in Sec. 41.10(2) of this chapter, namely that many of the structures in the district:~~

- ~~(a) Are identified with historic personages or with important events in national, state, or local history;~~
- ~~(b) Embody the distinguishing characteristics of an architectural type specimen, inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship; and,~~
- ~~(c) Are representative of the notable work of a master builder, designer, or architect whose individual genius influenced her/his age, the area described by the map and legal description shall be designated a historic district.~~

~~(3) Historic Resources in the University Heights Historic District.~~

~~(a) Landmarks.~~

~~(b) Landmark sites.~~

~~(c) Properties constructed during the period of significance, 1893-1928.~~

~~(4) Standards for the Review of New Structures in the TR-V1, TR-V2, TR-U1, TR-U2, TR-C2, TR-C3, TR-C4, MNX, TSS, and LMX Zoning Districts.~~

~~(a) Principal Structures:~~

~~1. Height. The maximum height in the TR-C2, TR-C3, TR-C4, TR-V1, and TR-V2 Zoning Districts shall be thirty-five (35) feet and shall not exceed two and a half (2½) stories except as provided in the height regulations for the district.~~

~~The maximum height in the TR-U1, MNX, TSS, and LMX Zoning Districts shall be forty (40) feet.~~

~~The maximum height in the TR-U2 Zoning District shall be fifty (50) feet. All new structures in all zoning districts within University Heights shall be no less than fifteen (15) feet high.~~

~~2. Materials. Materials for the exterior walls shall be the same as or similar to materials prevalent in the University Heights Historic District. Permitted materials include brick, narrow gauge horizontal clapboards four or less inches in exposed width, stone, stucco, smooth shingles or combinations of the above provided the combinations occur in a manner and location similar to the materials on existing structures in University Heights (e.g., brick on first floor with clapboard on second floor). Other materials, such as aluminum or vinyl must be visually compatible with structures within two hundred (200) feet of the subject property. The following materials are prohibited: concrete block, asbestos, wide clapboards over four inches in exposed width, diagonal boards, vertical boards, rough sawn wood, rough split shingles, shakes.~~

~~3. Visual Size. The gross area of the front facade, i.e., all walls facing the street, of a single family, two-unit or commercial structure shall be no greater than one hundred twenty-five percent (125%) of the average gross area of the front facades of structures within two hundred (200) feet of the subject property. The gross area of the front facade of a multiple family dwelling shall be no more than one hundred twenty-five percent (125%) of the average gross area of the front facades of all structures within two hundred (200) feet of the subject property or variations in the setback shall be designed in the front facade of the structure to repeat the rhythm and proportions of structures to space between them within two hundred (200) feet of the subject property.~~

~~4. Roof Shape. The shapes and pitches of roofs shall be similar to the roof shapes and pitches on existing structures within two hundred (200) feet of the subject property.~~

~~5. Roof Materials. Roofing materials shall be similar in appearance to roofing materials used on structures within two hundred (200) feet of the subject property. Modern style shingles, such as thick wood shakes, Dutch lap, French method and interlock shingles, that are incompatible with the historic character of the district are prohibited. Rolled roofing, tar and gravel and other similar roofing materials~~

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are prohibited except that such materials may be used on flat or slightly sloped roofs which are not visible from the ground.

~~6. Parking Lots. No new parking lots will be approved unless they are accessory to and on the same zoning lot as a commercial structure or multiple family dwelling.~~

~~(b) Accessory Structures. Accessory structures, as defined in Section 28.211, MGO, shall be compatible with the design of the existing structures on the zoning lot, shall not exceed fifteen (15) feet in height and shall be as unobtrusive as possible. No accessory structure shall be erected in any yard except a rear yard. Exterior wall materials shall be the same as those for construction of new principal structures as set forth in Sec. 41.24(4)(a)2.~~

~~(5) Standards for the Review of Exterior Alterations and Repairs in TR-C2, TR-C3, and TR-C4, Zoning Districts.~~

~~(a) Height. No alterations shall be higher than the existing structure; however, if the existing structure is already a nonconforming one, alteration shall be made thereto except in accordance with Section 28.192. Roof alterations resulting in an increased structure volume are prohibited unless they meet the requirements in Sec. 41.24(4)(a)5. and are permitted under Chapter 28, or approved as a variance pursuant to Sec. 28.184 or approved as a conditional use or as part of a planned residential development.~~

~~(b) Second Exit Platforms and Fire Escapes. Second exit platforms and fire escapes shall be invisible from the street, wherever possible, and shall be of a plain and unobtrusive design in all cases. In instances where an automatic combustion products detection and alarm system is permitted as an alternative to second exits, use of such a system shall be mandatory.~~

~~(c) Repairs. Materials used in exterior repairs shall duplicate the original building materials in texture and appearance, unless the Landmarks Commission approves duplication of the existing building materials where the existing building materials differ from the original. Repairs using materials that exactly duplicate the original in composition are encouraged.~~

~~(d) Restoration. Projects that will restore the appearance of a structure to its original appearance are encouraged and will be approved by the Landmarks Commission if such projects are documented by photographs, architectural or archeological research or other suitable evidence.~~

~~(e) Re-Siding. Re-siding with aluminum or vinyl that replaces or covers clapboards or nonoriginal siding on structures originally sided with clapboards will be approved by the Landmarks Commission provided that the new siding imitates the width of the original clapboard siding to within one (1) inch and provided further that all architectural details including, but not limited to, window trim, wood cornices and ornament either remain uncovered or are duplicated exactly in appearance. Where more than one layer of siding exists on the structure, all layers except the first must be removed before new siding is applied. If insulation is applied under the new siding, all trim must be built up so that it projects from the new siding to the same extent it did with the original siding.~~

~~(f) Alterations Visible from the Street and Alterations to Street Facades. Alterations visible from the street, including alterations to the top of structures, and alterations to street facades shall be compatible with the existing structure in architectural design, scale, color, texture, proportion and rhythm of solids to voids and proportion of widths to heights of doors and windows. Materials used in such alterations shall duplicate in texture and appearance, and architectural details used therein shall duplicate in design, the materials and details used in the original construction of the existing structure or of other structures in University Heights of similar materials, age and architectural style, unless the Landmarks Commission approves duplication of the texture and appearance of materials and the design of architectural details used in the existing structure where the existing building materials and architectural details differ from the original. Alterations that exactly duplicate the original materials in composition are encouraged. Alterations that destroy significant architectural features are prohibited. Side alterations shall not detract from the design composition of the original facade.~~

~~(g) Additions and Exterior Alterations Not Visible from the Street. Additions and exterior alterations that are not visible from any streets contiguous to the lot lines upon which the structure is located will be approved by the Landmarks Commission if their design is compatible with the scale of the existing structure and, further, if the materials used are compatible with the existing materials in texture, color and architectural details. Additions and alterations shall harmonize with the architectural design of the structure rather than contrast with it.~~

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~~(h) — Roof Shape. The roof shape of the front of a structure shall not be altered except to restore it to the original documentable appearance or to add a dormer or dormers in a location and shape compatible with the architectural design of the structure and similar in location and shape to original dormers on structures of the same vintage and style within the district. Alterations of the roof shape of the sides or back of a structure shall be visually compatible with the architectural design of the existing structure.~~

~~(i) — Roof Material.~~

~~1. — If the existing roof is tile, slate or other material that is original to the structure and/or contributes to its historic character, all repairs thereto shall be made using the same materials. In addition, in all cases any such roof must be repaired rather than replaced, unless the documented cost of repair exceeds the documented cost of re-roofing with a substitute material that approximates the appearance of the original roofing material as closely as possible, in which case re-roofing with a material that approximates the appearance of the original roofing material as closely as possible will be approved by the Landmarks Commission.~~

~~2. — If the existing roofing material is asphalt shingles, sawn wood shingles or a nonhistoric material such as fiberglass, all repairs shall match in appearance the existing roof material; however, if any such roof is covered or replaced, re-roofing must be done using rectangular sawn wood shingles or rectangular shingles that are similar in width, thickness and apparent length to sawn wood shingles, for example, 3-in-1 tab asphalt shingles. Modern style shingles, such as thick wood shakes, Dutch lap, French method and interlock shingles, that are incompatible with the historic character of the district are prohibited.~~

~~3. — Rolled roofing, tar and gravel and other similar roofing materials are prohibited except that such materials may be used on flat or slightly sloped roofs which are not visible from the ground.~~

~~(j) — Parking Lots. No new parking lots will be approved unless they are accessory to and on the same zoning lot as a commercial structure or multiple family dwelling.~~

~~(6) — Standards for the Review of Exterior Alterations and Repairs in the TR-VI, TR-V2, TR-U1, TR-U2, NMX, TSS and LMX Zoning Districts.~~

~~(a) — Height. No alterations shall be higher than the existing structure; however, if the existing structure is already nonconforming, no alteration shall be made thereto except in accordance with Sec. 28.192, MGO. In addition, all alterations, including alterations to the top of a structure, shall conform to the height restrictions for the zoning district in which the structure is located.~~

~~(b) — Alterations. Alterations shall be compatible in scale, materials and texture with the existing structure.~~

~~(c) — Repairs. Materials used in repairs shall harmonize with the existing materials in texture, color and architectural detail.~~

~~(d) — Re-Siding. The standards for the review of re-siding are the same as the standards for review of re-siding in the TR-C2, TR-C3 and TR-C4 Zoning Districts set forth in Sec. 41.24(5)e.~~

~~(e) — Roof Shape. Roof alterations to provide additional windows, headroom or area are prohibited unless permitted under Chapter 28, or otherwise approved pursuant thereto as a variance or as part of a conditional use. In addition, all roof alterations shall be visually compatible with the architectural design of the structure.~~

~~(f) — Roof Materials. All repairs shall match in appearance the existing roofing materials; however, when a roof is covered or replaced, roofing materials shall duplicate as closely as practicable the appearance of the original materials. Thick wood shakes, French method, interlock and Dutch lap shingles are prohibited. Rolled roofing, tar and gravel and other similar roof materials are also prohibited except on flat or slightly sloped roofs which are not visible from the street.~~

~~(g) — Parking Lots. No new parking lots will be approved unless they are accessory to and on the same zoning lot as a commercial structure or multiple family dwelling.~~

### **41.25 — MARQUETTE BUNGALOWS HISTORIC DISTRICT.**

~~(1) — Purpose and Intent. It is hereby declared a matter of public policy that a specific area of the city be identified, designated and protected because of its special character of historic interest and significance. This area, to be called the Marquette Bungalows Historic District, shall be described generally by the map and specifically by the legal description on file in the City Clerk's office. The purpose and intent of this ordinance shall be to designate this area in accordance with Subchapter D of this Chapter.~~

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~~(2) Criteria for the Creation of the Marquette Bungalows Historic District. In that the Marquette Bungalows Historic District reflects a pattern in the broad social history of Madison and in the state and the nation and in that elements within the district meet designation criteria in Sec. 41.10(2) of this chapter, specifically that many of the structures in the district embody the distinguishing characteristics of an architectural type specimen, inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship, the area described by the map and legal description shall be designated a historic district.~~

~~(3) Historic Resources in the Marquette Bungalows Historic District.~~

~~(a) Landmarks.~~

~~(b) Landmarks sites.~~

~~(c) Properties constructed during the period of significance. 1924-1930.~~

~~(4) Standards for the Review of New Construction and Fences.~~

~~(a) Accessory Structures. Accessory structures shall be compatible with the design of the existing structure on the zoning lot, shall not exceed fifteen (15) feet in height and shall be as unobtrusive as possible. Accessory structures shall be erected in the rear yard. If the structure on the lot is sided in wood or stucco, the siding on the accessory structure shall match the appearance of the siding on the structure. Imitation siding materials that approximate the look of the siding on the structure, such as vinyl, aluminum or applied stucco-like surfaces, may be approved. If the siding on the structure is brick, the garage may be sided in brick to match, clapboard, stucco, narrow-gauge vinyl or aluminum or applied stucco-like surfaces. Garage doors shall blend with the historic appearance of the neighborhood. Horizontally paneled doors and flat paneled doors are prohibited. Windows shall be either casements or double hung units of a similar proportion to the windows on the structure. Alteration of existing accessory structures shall comply with this subdivision (e) and with subdivision (d) above. The roof shape may be a hip or gable of any pitch; single slope roofs are prohibited. The roof material shall match as closely as possible the color and appearance of the roof material on the structure.~~

~~(b) New Principal Structures. New principal structures shall match the design of other structures in the district in materials, roof shape, architectural details, the proportion and rhythm of solids to voids, the proportion of widths to heights of doors and windows, the scale, height, setbacks, side yards and other visual features. The intention is to have new structures virtually duplicate the design of other structures in the neighborhood, since all parcels in the district are currently developed and any new construction would be replacing an existing structure.~~

~~(c) Fences. Chain link, metal mesh and other rustic style fences, such as rough sawn wood or split-rails, are prohibited in the front yard. Fences in the front yard shall not exceed three (3) feet in height.~~

~~(5) Standards for the Review of Exterior Alterations and Repairs. All exterior alterations and repairs must be compatible with the historic character of the structure and the Marquette Bungalows Historic District.~~

~~(a) Re-Siding. Re-siding with aluminum or vinyl that replaces or covers clapboards or non-original siding on structures originally sided with clapboards will be approved by the Landmarks Commission provided that the new siding imitates the width of the original clapboard siding to within one inch and provided further that all architectural details including, but not limited to, window trim, wood cornices and other ornament either remain uncovered or are duplicated exactly in appearance. All trim must continue to project out beyond the plane of the siding. Brick, stucco, and half timber detailing shall match the original in appearance. Original wood shingle siding should be repaired or replaced to match the original in appearance, whenever possible; however, covering wood shingles with double-four vinyl or aluminum may be approved.~~

~~(b) Roof Materials. Reroofing shall be done with asphalt shingles, fiberglass shingles or other rectangular composition shingle similar in appearance to 3-in-1 tab asphalt shingles. Sawn wood shingles may also be approved. Modern style shingles, such as thick wood shakes, Dutch lap, French method and interlock shingles are incompatible with the historic character of the district and are prohibited. Vents shall be located as inconspicuously as possible and shall be similar in color to the color of the roof. Rolled roofing, tar and gravel and other similar roofing materials are prohibited except that such materials may be used on flat or slightly sloped roofs which are not visible from the ground.~~

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~~(c) — Skylights. Skylights on street-facing roof slopes are prohibited. Skylights may be permitted on side roof slopes provided the front edge of the skylight is at least ten (10) feet back from the front edge of the main roof. Skylights on any roof area not visible from the street may be permitted. The design should be as simple as possible, of the flat type (not bubble) and painted to blend with the color of the roof.~~

~~(d) — Dormers and Other Roof Alterations. New dormers shall be greater than three (3) feet from the front edge of the roof. New dormers shall match original dormers on the structure (or original dormers on similar structures in the district) in roof shape and material, width of overhang, siding, window design and trim details. The ridge line of a new dormer shall not extend above the ridge line of the main roof of the structure. The dormer walls shall not extend beyond the line of the main structure wall below. Shed dormers behind existing dormers or gables on non-street sides of the structure may be approved provided that the roof material, siding, window design and trim details match the original features of the structure. Other roof alterations shall be compatible with the roof shape and other features of the structure, such as siding and trim details, and shall not extend above the ridge line of the structure.~~

~~(e) — Chimneys. The exterior appearance of chimneys visible from the street shall be maintained in good repair. The removal of the exterior portions of such chimneys is prohibited. Chimneys not visible from the street may be removed. New chimneys shall be constructed of brick to match as closely as possible the brick on the structure, or if there is no brick on the structure, chimneys may be made of brick similar in dimensions and color to brick on other in the neighborhood. New chimneys not visible from the street may also be constructed of metal or other non-historic material.~~

~~(f) — Windows and Doors.~~

~~1. — General Standards. The original appearance of leaded glass and other non-rectangular decorative windows (e.g., curved top windows) on any facade of the structure shall be retained. Replacement of such windows shall duplicate the original in size, configuration and appearance. Picture windows are prohibited. Trim on new or remodeled windows shall match the original window trim on the structure.~~

~~2. — Street Facades. Windows and doors on the front or street facade of the structure and on side faces within ten (10) feet of the front facade of the structure shall retain their original or existing appearance, including true muntins where they exist. Replacement windows and doors may be approved if they match the original appearance.~~

~~3. — Non-Street Side Facades. Retention of the original appearance of windows and doors on the sides of the structure is encouraged. However, if replacement or new windows are proposed, the muntin design of the original windows on the structure may either be replicated with true-divided lights or with exterior or interior applied grids or with grids applied between the panes of glass. New windows shall either be casement windows or double hung windows. Sash on new windows over four (4) feet square shall be divided by muntins or mullions. Bay windows may be approved if they have sides perpendicular to the wall and if they do not extend beyond the eaves of the roof.~~

~~4. — Rear Facade. Replacement, remodeling or installation of new doors and windows on the rear facade will not be restricted except as discussed under "General Standards" above.~~

~~(g) — Porches. Porches and stairway railings shall match the original railings in appearance wherever possible. Wrought iron railings with vertical balusters at least one half (1/2) inch in width, wood railings with vertical square balusters spaced no more than three (3) inches apart, and solid wall railings covered in siding to match the structure will be approved. Other designs may be permitted if they blend with the character of the structure and the district. Porches may be enclosed with windows or screens provided that new windows be casements or double-hung units similar in proportion to other windows on the structure. Steps may be constructed of wood, concrete or brick. If wood is used, steps shall have risers and be enclosed on the sides by lattice or a wing wall. Rear yard decks shall have a railing as described above, shall have the underside screened by lattice or evergreen shrubs, and all parts of the deck, except the flooring and steps, shall be painted or opaque-stained in a color to blend with the colors on the structure.~~

~~(h) — Second Exits. Second exit platforms and stairways shall be as unobtrusive as possible. No second exit platforms or stairways shall be permitted on the front facade of a structure. When possible, second exit stairways shall be provided on the interior of the. When this is not possible, they shall be added onto the rear section of the structure. Railings and design shall follow the railing and deck standards listed under "Porches" above.~~

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~~(i) — Additions and Other Alterations. New additions on the front of the structure are prohibited. Additions on the sides or rear shall be permitted if they are compatible with the structure in architectural design, scale, color, texture, proportion and rhythm of solids to voids and proportion of widths to heights of doors and windows. Materials and architectural details used in additions and alterations shall duplicate in texture, appearance, and design, the materials and details used in the original construction of the structure or of other structures in the district. The Landmarks Commission may approve an exception to this policy where the existing structure materials and architectural details differ from the original. Additions and exterior alterations that exactly duplicate the original materials in composition are encouraged. Additions or exterior alterations that destroy significant architectural features are prohibited. Side additions shall not detract from the design composition of the original facade.~~

~~(j) — Foundations. The original or existing finish on the foundation shall be retained. Brick or stone shall not be covered with a cementitious or other surface. Foundation insulation shall be applied only to the interior. Basement windows may be removed provided that the space is filled with a material to match as closely as possible the appearance of the surrounding foundation and provided that the new material is inset at least one inch from the plane of the wall.~~

~~(k) — Tuckpointing and Brick Repair. Mortar and other materials used in brick repair shall match the original in color, hardness and appearance. Brick shall not be painted.~~

~~(l) — Storm Windows and Doors. Storm windows and doors shall be enameled, painted or otherwise coated with a colored surface; raw aluminum is prohibited. Storm door designs of wood and glass to match the original design on the structure or on similar structures in the district is encouraged. Storm doors of simple design with no stylistic references (e.g., colonial cross bars) may also be used. Storm doors with metal grilles may be approved provided that they blend with the style of the structure.~~

### ~~41.26 — FIRST SETTLEMENT HISTORIC DISTRICT.~~

~~(1) — Purpose and Intent. It is hereby declared a matter of public policy that a specific area of the city be identified, designated and protected because of its special character of historic interest and significance. This area, to be called the First Settlement Historic District, shall be described generally by the map and specifically by the legal description on file in the City Clerk's Office. The purpose and intent of this ordinance shall be to designate this area in accordance with Subchapter D of this chapter.~~

~~(2) — Standards for the Creation of the First Settlement Historic District. In that the First Settlement Historic District reflects the broad cultural, political, economic and social history of Madison, the state and the nation and in that elements within the district meet designation criteria in Sec. 41.10(2) of this chapter, specifically that they are identified with historic personages or with important local historical events and/or that they embody the distinguishing characteristics of an architectural type specimen, inherently valuable for a study of a period, style, method of construction or of indigenous material or craftsmanship, the area described by the map and legal description shall be designated a historic district.~~

~~(3) — Historic Resources in the First Settlement Historic District.~~

~~(1) — Landmarks.~~

~~(2) — Landmark sites.~~

~~(3) — Properties constructed during the period of significance, 1850-1920.~~

~~(4) — Standards for the Review of New Principal Structures.~~

~~(a) — Structure Height, Scale, Proportion and Rhythm. New principal structures shall be similar in height to the structures directly adjacent to each side. If the structures directly adjacent to each side are different in height, the new structure shall be of a height compatible with the structures within two hundred (200) feet of the proposed structure. New principal structures shall be compatible with the scale, proportion, and rhythm of masses and spaces of structures within two hundred (200) feet of the proposed structure.~~

~~(b) — Siding Materials. Narrow gauge clapboards made of wood, composite wood material, or concrete, and/or brick and stone may be permitted. Stucco and split faced concrete block may be permitted only as trim, rather than the primary siding material. Stucco panels and pebble dash are prohibited. If the first two floors of a proposed structure are masonry, the Landmarks Commission may permit the use of artificial siding (i.e. vinyl or aluminum) on the upper floor or floors. In such circumstances, the artificial siding must conform to the following requirements:~~

~~1. — The material shall be of the highest grade offered by the manufacturer.~~

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2. ~~The material shall have a minimum gauge of .042.~~
3. ~~The color and sheen of the siding shall be consistent with those used in the era in which adjacent structures were constructed.~~
4. ~~The siding shall not have a false wood grain.~~
5. ~~The width of each apparent clapboard shall not exceed four (4) inches.~~
6. ~~The use of visible j-channel trim and other prefabricated elements that differ in appearance from those used on historic structures in the neighborhood is prohibited.~~

~~(c) Roof Materials. Roofing materials shall be asphalt shingles; fiberglass or other composition shingles similar in appearance to multi-layered architectural shingles or 3-in-1 tab; or Dutch lap, French method or interlock shingles. Sawn wood shingles may also be approved. Thick wood shakes are prohibited. Vents shall be located as inconspicuously as possible and shall be similar in color to the color of the roof. Rolled roofing, tar and gravel, rubberized membranes and other similar roofing materials are prohibited except that such materials may be used on flat or slightly sloped roofs that are not visible from the ground.~~

~~(d) Roof Shape. If a principal structure does not have a flat roof, the pitch of the new roof shall be no less than 4 in 12.~~

~~(e) Facade Design. Street facades shall be modulated with setbacks incorporated into the design at the first floor level. The entrance shall either be inset or projecting from the plane of the main facade. Porches on main entrances are encouraged. Street facades shall reflect the rhythm and directional expression of pre-1930 structures within two hundred (200) feet of the subject property.~~

~~(f) Windows and Doors. The proportion of width to height of doors and windows and the proportion and rhythm of solids to voids in the front and side facade designs shall be similar to pre-1930 structures within two hundred (200) feet of the subject property. Windows trimmed with bead molds similar in design to other pre-1930 window trim in the district and windows and doors shall be inset at least one (1) inch from the exterior trim. The main entrance to the structure shall be on the front facade. Garage doors shall be located on the side or rear facades whenever feasible. If it is not feasible to locate the garage door on the sides or rear facades, one-car garage doors will be permitted on the front facade.~~

~~(5) Standards for the Review of Exterior Alterations and Repairs. All additions, exterior alterations and repairs must be compatible with the historic character of the structure and the First Settlement Historic District. The standards listed below are intended to maintain a historically accurate appearance. Modern materials that do not meet the exact requirements of the standards but which duplicate the historic appearance may be considered on an individual basis for a variance as listed in Sec. 41.19 of this chapter.~~

~~(a) Porches. Porches that are original to the structure, or that pre-date 1930 and blend with the historic character of the structure, shall be retained, rehabilitated or rebuilt to match the original in all details. Porches on street facades may be enclosed with wood framed screens, on the condition that the railing must be retained or restored in a design compatible with the historic character of the structure. Porches on street facades shall not be enclosed as a heated space. If a porch is on a street facade and the owner can demonstrate to the Landmarks Commission that it is beyond repair, then a new porch must be constructed in its place. Construction of new porches to approximate the dimensions of original porches is encouraged.~~

~~All porches shall present a finished appearance, e.g., all floor joists shall be hidden from view and all porches shall be finished with ceilings and frieze boards. Porch ceilings shall have the appearance of narrow beaded boards, unless another original material is approved by the Landmarks Commission. First floor porch flooring shall be tongue-in-groove boards; carpeting and two-by-four (2 x 4) decking are prohibited. All wood on exterior porches, except flooring and stair treads, shall be painted or opaque stained.~~

~~All railings on porches shall be constructed of wood, or another material that duplicates the appearance of wood, with top and bottom rails. Bottom rails shall be raised above the floor level and shall be no higher than three and one-half (3½) inches from the floor. All balusters on porch railings shall be square posts, unless the owner can demonstrate to the Landmarks Commission that a different design is original to the structure. If the building code requires a forty-two (42) inch high railing, the lower portion of the railing may be solid framed panels. Railings on stairways may be either wood to match the railings on the porch or wrought iron with one-by-one (1 x 1) plain vertical balusters. Twisted or other decorative wrought iron is prohibited. All balusters shall be constructed such that a four (4) inch ball may not pass through the railing at any point. All balusters shall be located in between the top and bottom rail and shall not extend across the face of either. Siding on porch rails is prohibited unless the existing rail is sided. Porch posts shall be trimmed with decorative molding at the top and bottom of the posts.~~

~~All porches and stairways shall be enclosed between the frieze under the first floor and the ground with a framed lattice of crisscross design, narrow vertical boards or other openwork design. The lattice shall be designed such that a three (3) inch ball could not pass through any portion of the lattice. All stairways shall have solid wood risers.~~



~~Porches on street facades may be enclosed by storm windows. Storm windows on porches shall have the appearance of double-hung windows, with or without a transom, and shall fill the space between the top of the railing and the upper frieze board. When porches are enclosed, the railing area underneath may be filled in with solid framed panels. Porches on street facades shall not be enclosed as a four season heated space.~~

~~(b) — Decks. Decks in rear yards will be approved by the Landmarks Commission provided that the design complies with par. 1., except that tongue in groove flooring is not required. Decks in front and side yards may be permitted if they are not replacing an entrance porch, do not detract from the historic character of the structure and neighborhood, and if they comply with par. 1.~~

~~(c) — Accessibility Ramps. It is the intent of this section to permit accessibility ramps wherever possible, especially when required by ADA provisions. Accessibility ramps shall be as inconspicuous as possible. Landscape screening shall be provided where possible. The details of such ramps shall conform to the requirements for porches in par. 1.~~

~~(d) — Windows. On the front facade and on side facades within ten (10) feet of the front facade, all original windows or pre-1930 windows that are compatible with the historic character of the structure shall retain their existing historic size, appearance, and trim detail. If any of the original windows or pre-1930 windows that are compatible with the historic character of the structure have true divided lights (i.e., with small panes of glass between muntin bars), replacement sash shall duplicate the existing appearance and have true divided lights. If windows have been altered in the past, restoration to the original appearance is encouraged. On side facades not within ten (10) feet of the front facade and on rear facades of the structure, the sills of original windows or pre-1930 windows that are compatible with the historic character of the structure may be raised to serve bathrooms and kitchens. In other respects, the design shall duplicate the original appearance of the existing window. On side facades more than ten (10) feet from the front facade and on rear facades, new windows in locations where no window previously existed may be approved, provided they retain a similar ratio of height to width as original windows on the structure, are the same type of window as others on the structure (e.g., double hung or casement), and are trimmed and finished to match the appearance of the other windows.~~

~~(e) — Entrance Doors. If the entrance door is original or is pre-1930 and blends with the historic character of the structure, it should be retained unless the owner can demonstrate to the Landmarks Commission that it is beyond repair. Metal doors may be approved, provided they blend with the historic appearance of the structure. Unpaneled, modern style doors, and doors with a fake wood grain are prohibited. All doors shall be painted or varnished.~~

~~(f) — Double or Multiple Doors. Double or multiple doors, such as doors leading onto patios or decks, may be permitted, provided they have frames similar to full view doors. Raw aluminum or other metallic finishes are prohibited. Patio doors shall be painted or finished with a material that resembles a painted finish. Such doors on street facades shall be hinged doors, rather than sliding doors.~~

~~(g) — Storm Windows and Doors. Storm windows and doors shall be enameled, painted or otherwise coated with a colored surface to resemble a painted surface. Raw aluminum or other metallic finishes on storm windows and doors are prohibited. Painted or varnished storm doors of wood and glass to match the original design on the structure or on similar structures in the district are encouraged. Storm doors of simple design with no stylistic references may be used. Full view storm doors will be permitted. Storm doors with metal grills are prohibited.~~

~~(h) — Skylights. Skylights on the roof slope over the main street facade are prohibited unless not visible from the street. Skylights may be permitted on rear roof slopes and on side roof slopes, provided the front edge of the skylight is at least ten (10) feet back from the front edge of the main roof and provided that the skylight is not so obtrusive as to detract from the general appearance of the structure. Skylights on any roof area not visible from the ground will be permitted. The design of new skylights shall be as simple as possible, of the flat (not bubble) type, and finished to blend with the color of the roof.~~

~~(i) — Roof Materials. Reroofing shall be done with asphalt. Fiberglass or other rectangular composition shingles similar in appearance to 3-in-1 tab asphalt shingles. Sawn wood shingles also may be approved. Modern style shingles such as thick wood shakes, Dutch lap, French method, and interlock shingles are prohibited. Vents shall be located as inconspicuously as possible and shall be similar in color to the color of the roof. Rolled roofing, tar and gravel, rubberized membranes, and other similar roofing materials are prohibited, except that such materials may be used on flat or slightly sloped roofs that are not visible from the ground.~~

~~(j) — Dormers and Other Roof Alterations. New dormers shall match the appearance of original dormers on the structure in roof shape and material, width of overhang, siding, window design, and trim details whenever feasible. If the original roof shape is not practical, another shape may be approved, provided that it does not detract from the historic character of the structure or the neighborhood. New dormers shall be no less than twelve (12) feet from the front edge of the roof. The ridge line of a new dormer shall not extend above the~~

~~ridge line of the main roof of the structure unless such higher roof line is not visible from the ground. Shed dormers behind existing dormers or gables on non-street sides of the structure may be approved, provided that the roof material, siding, window design and trim details match the original features of the structure. Other roof alterations shall be compatible with the roof shape and other historic features of the structure, such as siding and trim details, and shall not extend above the ridge line of the structure unless such extension is not visible from the ground.~~

~~(k) — Chimneys. The exterior appearance of original or pre-1930 chimneys visible from the street shall be maintained in good repair. The removal of the exterior portions of such chimneys is prohibited. Chimneys not visible from the street may be removed. New chimneys shall be constructed of brick, stone, stucco, or other compatible material. Metal chimneys are prohibited.~~

~~(l) — Siding. Original wood siding or pre-1930 siding that blends with the historic character of the structure shall be retained and restored as necessary, except that if the owner can demonstrate to the Landmarks Commission that the original siding is beyond repair, it may be replaced with wood, composite wood, or concrete clapboard siding to match the original or existing pre-1930 appearance. Restoration of original wood decorative details is encouraged. Soffits may be replaced or sided with wood or artificial materials, provided the appearance of the proposed material matches as closely as possible the original appearance.~~

~~Original brick, stone and stucco siding shall be retained. Installation of artificial siding on such structures is prohibited. Painting of unpainted brick is prohibited. Mortar and other materials used in brick repair shall match the original in color, hardness, and appearance.~~

~~(m) — Foundations. All original foundation masonry, such as brick, stone, or rusticated concrete block, shall be retained unless the owner can demonstrate to the Commission that significant repairs are required, in which case replacement with materials to duplicate the original appearance is encouraged. If duplicating the original appearance is not practical, other materials may be approved, provided they blend with the historic character of the structure and the district.~~

~~(n) — Additions. Additions on the front of the structure are prohibited, except for open porches. Additions on the sides or rear shall be permitted if they are compatible with the structure in architectural design, scale, color, texture, proportion and rhythm of solids to voids, and proportion of widths to heights of doors and windows. Additions that exactly duplicate the original materials in composition are encouraged. Additions that destroy significant architectural features are prohibited. Side additions shall not detract from the design composition of the main facade. Siding on new additions shall be the same as the structure, unless the structure is masonry, in which case narrow-gauge clapboards will be permitted. Foundation material on additions shall duplicate the original foundation material whenever practical. Other foundation materials may also be permitted, provided they do not detract from the historic character of the structure.~~

~~(o) — Fire Escapes and Rescue Platforms. Fire escapes and rescue platforms shall be located such that they are as unobtrusive from the street as possible. No fire escapes or rescue platforms shall be permitted on the front facade of a structure unless the owner can demonstrate to the Landmarks Commission that no other location is practical. The design of fire escapes and rescue platforms shall comply with the requirements of par. 1., except that balusters on fire escapes and second exit platforms may be metal with one-by-one plain vertical balusters, painted to blend with the colors of the structure. Twisted or other decorative wrought iron is prohibited.~~

~~(p) — Lighting Fixtures. Lighting fixtures that are visible from the street shall be of a design that is compatible with the historic appearance of the structure.~~

~~(q) — Permanently Installed Air Conditioners. Permanently installed air conditioners shall be as inconspicuous as possible. Ground air conditioners shall be screened with landscaping where possible.~~

~~(r) — Shutters. The installation of new shutters requires approval of the Landmarks Commission. Shutters will be permitted, provided they are compatible with the historic character of the structure and are of a size that, if the shutters were workable, would cover the window opening.~~

~~(s) — Repairs. Repairs to structures shall either match the existing or the original appearance. Restoration to the original appearance is encouraged.~~

~~(t) — Alterations to Post-1930 Structures. Alterations to structures that post-date 1930 shall be compatible with the original character of the structure and shall not detract from the historic character of older structures in the district. Alterations that bring the structure into compliance with the regulations of this section regarding siding, decks, foundations, porches, the proportion of windows and doors, and the proportion and rhythm of solids to voids of the street facades of such structures are encouraged. It is not the intent of this ordinance to create fake historic structures, but to allow modern style structures to retain their essential style while still blending with the appearance of historic structures in the district.~~

~~(6) — Standards for the Review of Accessory Structures, Fences and Retaining Walls.~~

~~(a) — Accessory Structures. Accessory structures shall be compatible with the design of the existing structure on the zoning lot, shall not exceed fifteen (15) feet in height and shall be as unobtrusive as possible. Garage~~

~~doors shall either be entirely flat or shall have approximately square panels. Horizontally paneled doors are prohibited. Windows shall be either double or single-hung units of a similar proportion to the windows on the structure or shall be six-paned (three panes across and two panes high) units similar to those seen on 1920s era garages. Siding may either match the siding on the structure or be narrow gauge clapboard, vertical board and batten, or a smooth stucco or stucco-like applied material. The roof shape shall have a pitch and style similar to the roof shape on the structure. The roof material shall match as closely as possible the material on the structure. Alteration of existing accessory structures shall comply with this subdivision and with subdivision (d).~~

~~(b) Fences. Chain link and rustic style fences, such as rough-sawn wood or split rails, are prohibited in the front yard.~~

~~(c) Retaining Walls in Front Yards. For retaining walls in front yards, railroad ties, landscape timbers, boulders, and concrete blocks are prohibited. Poured concrete walls with a smooth rubbed finish and under twenty-four (24) inches in height, flagstone and stone ashlar are permitted. Proposals to construct front yard retaining walls of other materials must be submitted to Landmarks Commission for approval prior to installation.~~

~~(7) Reference to Plan. The history of the First Settlement Historic District is derived from the Downtown Historic Preservation Plan, City of Madison Department of Planning and Community and Economic Development, 1998."~~

I. Standards for Review for Alterations

A. Building Materials

1. Masonry: Stone, Brick, Terra Cotta, Concrete, Stucco, and Mortar

a) Masonry features that are important in defining the overall historic character of the building (such as walls, brackets, railings, cornices, window and door surrounds, steps, and columns) and decorative ornament and other details, such as tooling and bonding patterns, coatings, and color shall be identified, retained, and preserved.

b) Masonry shall be protected and maintained by ensuring that historic drainage features and systems that divert rainwater from masonry surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.

c) Masonry shall only be cleaned when necessary to halt deterioration or remove heavy soiling. Masonry cleaning tests shall be performed. Test areas should be examined by the Preservation Planner to ensure that no damage has resulted. Soiled masonry surfaces shall be cleaned with the gentlest method possible, such as low-pressure water and detergent and natural bristle or other soft-bristle brushes. Biodegradable or environmentally-safe cleaning or paint removal products and paint removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint are encouraged. Abrasive methods (including sandblasting, other media blasting, or high-pressure water or acids on limestone or marble) which can damage the surface of the masonry and mortar joints are prohibited.

d) Historically-painted masonry features may be repainted. Painting of historically unpainted masonry is prohibited. Installation of insulation, artificial siding, cementitious materials over masonry is prohibited.

e) Masonry shall be repaired by patching, splicing, consolidating, or otherwise reinforcing the masonry using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes, such as terra-cotta brackets or stone balusters.

f) An entire masonry feature may be replaced in kind if it is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples can include large sections of a wall, a cornice, pier, or parapet. If using the same kind of material is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities. Exterior insulation and finish systems (EIFS) are prohibited.

g) Masonry mortar joints shall be repointed where there is evidence of deterioration, such as disintegrating mortar, cracks in mortar joints, loose bricks, or damaged plaster on the interior. For structures constructed within the period of significance, deteriorated lime mortar shall be carefully removed by hand raking the joints to avoid damaging the masonry. Power tools shall only be used on horizontal joints on brick masonry in conjunction with hand chiseling to remove hard mortar that is deteriorated or that is a non-historic material which is causing damage to the masonry units. Mechanical tools should be used only by skilled masons in limited circumstances and generally not on short, vertical joints in brick masonry. Repointing mortar shall duplicate the strength, composition, color, texture, width, and profile of the historic mortar joints.

Lime based, Type O mortar shall be used because it is more flexible. Type N mortar may only be used on structures constructed within the period of significance if masonry test results prove it is similar in strength to the historic mortar. Portland cement based, Type S mortar is prohibited, except on structures constructed outside of the period of significance.

h) Stucco shall be repaired by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.

i) Joints in concrete shall be sealed with appropriate flexible sealants and backer rods, when necessary.

j) Openings in a masonry foundation may be filled with materials that are similar in design, color, scale, architectural appearance, and other visual qualities of the surrounding masonry and shall be inset at least one inch from the face of the wall.

## 2. Wood: Clapboard, Weatherboard, Shingles, and Other Functional and Decorative Elements

a) Wood features that are important in defining the overall historic character of the building (such as siding, cornices, brackets, window and door surrounds, and steps) and their paints and finishes shall be identified, retained, and preserved.

b) Wood features shall be protected and maintained by ensuring that historic drainage features that divert rainwater from wood surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.

c) Paint shall be retained and applied to protect wood features that are subject to weathering, moisture, and ultraviolet light, such as exposed beam ends, outriggers, or rafter tails. Damaged or deteriorated paint shall be removed to the next sound layer using the gentlest method possible (i.e., hand scraping and hand sanding) prior to repainting. Thermal devices (such as infrared heaters) may be used to carefully remove paint prior to repainting. Chemical strippers may be used to supplement other methods such as hand scraping, hand sanding, and thermal devices. Biodegradable or environmentally-safe cleaning or paint removal products and paint removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint are encouraged. Coatings that encapsulate lead paint shall be used where the paint is not required to be removed to meet environmental regulations. Historically-painted wood features shall be repainted. In the event of partial repainting, historically-painted wood features shall be repainted with colors that are appropriate to the building and match features not being repainted.

d) The overall condition of the wood shall be evaluated to determine whether more than protection and maintenance, such as repairs to wood features, will be necessary. Wood shall be repaired by patching, splicing, consolidating, or otherwise reinforcing the wood using recognized conservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of wood features when there are surviving prototypes, such as brackets, molding, or sections of siding.

e) An entire wood feature may be replaced in kind if it is too deteriorated to repair (if the overall form and detailing are still evident) using physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such wood features include a cornice, entablature, or a balustrade. If using wood is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities.

f) Re-siding with asbestos, wide clapboards over four (4) inches in exposure, composite clapboards and vertical panels with faux wood grain texture, diagonal boards, vertical boards, rough sawn wood, rough split shingles, shakes, metal, and vinyl siding are prohibited. On elevations not visible from the street on structures constructed within the period of significance and all elevations on structures construction outside of the period of significance, smooth composite clapboards and trim may be used.

g) In the event of partial replacement, transitions from historic wood siding to replacement siding shall occur at corners or jogs in the building's mass where feasible. Transitions may occur along a flat wall plane provided each course of siding is "toothed in" or offset at least 16" from the course above or below; aligning vertical butt joints more than two courses high or adding trim between the historic wood siding and the replacement siding is prohibited. The color of the replacement siding shall match the siding not being replaced.

h) Where more than one layer of siding exists on the structure, all layers except the first must be removed prior to re-siding.

i) All trim must project beyond the face of the siding. If insulation is applied under the new siding, all trim must be built up, so it projects beyond the face of the siding to the same extent it did with the historic siding.

## 3. Metals: Wrought and Cast Iron, Steel, Pressed Metal, Terneplate, Copper, Aluminum, and Zinc

- a) Metal features that are important in defining the overall historic character of the building (such as columns, capitals, pilasters, spandrel panels, or stairways) and their paints and finishes shall be identified, retained, and preserved.
- b) Metals shall be protected and maintained from corrosion by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.
- c) Metals shall be cleaned to remove corrosion prior to repainting or applying appropriate protective coatings. The metal shall be identified prior to any cleaning procedure and then tested to ensure that the gentlest cleaning method possible is selected; or, alternatively, determining that cleaning is inappropriate for the particular type of metal. Non-corrosive chemical methods shall be used to clean soft metals (such as lead, tinplate, terneplate, copper, and zinc) whose finishes can be easily damaged by abrasive methods. The least abrasive cleaning method shall be used for hard metals (such as cast iron, wrought iron, and steel) to remove paint buildup and corrosion. If hand scraping and wire brushing have proven ineffective, low-pressure abrasive methods may be used if they do not abrade or damage the surface.
- d) Appropriate paint or other coatings shall be applied to historically-coated metals after cleaning to protect them from corrosion. Historically-painted metal features shall be repainted with colors that are appropriate to the building and district. An appropriate protective coating (such as lacquer or wax) shall be applied to a metal feature that was historically unpainted, such as a bronze door, which is subject to heavy use.
- e) The overall condition of metals shall be evaluated to determine whether more than protection and maintenance, such as repairs to metal features, will be necessary. Metal shall be repaired by reinforcing the metal using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of features when there are surviving prototypes, such as column capitals or bases, storefronts, railings and steps, or window hoods.
- f) An entire metal feature may be replaced in kind if it is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such a feature could include steel-sash windows. If using the same kind of material is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities.

## B. Building Features & Systems

### 1. Roofs

- a) Roofs and their functional and decorative features that are important in defining the overall historic character of the building shall be identified, retained, and preserved. The form of the roof (gable, hipped, gambrel, flat, or mansard) is significant, as are its decorative and functional features (such as cupolas, cresting, parapets, monitors, chimneys, dormers, ridge tiles, and snow guards), roofing material (such as slate, wood, clay tile, metal, roll roofing, or asphalt shingles), and size, and patterning. The form of the roof visible from the street shall not be altered except to restore it to the historic documentable appearance. The removal of decorative and functional features visible from the street is prohibited.
- b) A roof shall be protected and maintained by cleaning gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for indications of moisture due to leaks or condensation. Adequate anchorage shall be provided for roofing material to guard against wind damage and moisture penetration. A leaking roof shall be protected with a temporary waterproof membrane with a synthetic underlayment, roll roofing, plywood, or a tarpaulin until it can be repaired. Roofing material that requires a protective coating and was painted historically (such as a terneplate metal roof or gutters) shall be re-painted as part of regularly-scheduled maintenance with a compatible paint coating system following proper surface preparation. Protecting a roof covering when working on other roof features.
- c) The overall condition of the roof and roof features shall be evaluated to determine whether more than protection and maintenance, such as repairs to roof features, will be necessary. A roof shall be repaired by ensuring that the existing historic or compatible non-historic roof covering is sound and waterproof. Repair may include the limited replacement in kind, or with a compatible substitute material, of missing materials (such as wood shingles, slates, or tiles) on a roof visible from the street, as well as those extensively deteriorated or missing components of features when there are surviving prototypes, such as ridge tiles, dormer roofing, or roof monitors. Using corrosion-resistant roof fasteners (e.g., nails and clips) to repair a roof to help extend its longevity.
- d) An entire roof covering or feature may be replaced in kind if it is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Only missing or damaged roofing tiles or slates shall be replaced rather than replacing the entire roof covering. Examples of such a feature could

include a large section of roofing, a dormer, or a chimney. If using the same kind of material is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities and may include three-tab asphalt shingles, architectural (also known as dimensional or laminate) shingles with a straight bottom edge and light faux shadowing that simulate wood shingles or slate, wood roof shingles, clay or concrete tile, slate, flat standing seam metal, and flat interlocking metal panels on flat roofs. Dutch lap, French method, and interlocking asphalt shingles are allowed on structures constructed after 1920 and within the period of significance. Thick wood shakes, architectural (also known as dimensional or laminate) asphalt shingles with scalloped or staggered bottom edges that simulate wood shake, slate, or tile and have heavy faux shadowing, corrugated or ribbed metal roofing panels, and metal shingles are prohibited.

e) Low-profile continuous ridge vents shall be permitted provided that the vents extend to the front edge of the fascia and are covered with the same material as the roof visible from the street. Rectangular or continuous soffit vents shall be permitted if they are finished or painted the same color as the adjacent soffit. Round soffit vents are prohibited. Static vents, electric vents, wind turbines, and attic fans visible from the street are prohibited.

f) Skylights not visible from the street shall be permitted. Skylights visible from the street are prohibited except for side roof slopes where the front edge of the skylight is at least ten (10) feet back from the front edge of the main roof. Skylights shall be flat, parallel to the slope of the roof, and painted to match the roof material. Tubular, arched, domed, or pyramidal shaped skylights are prohibited.

g) Mechanical and service equipment on the roof (such as heating and air-conditioning units or solar panels) when required for a new use shall be installed so that they are as unobtrusive as possible and do not damage or obscure character-defining historic features. Roof-mounted solar arrays on sloped roofs shall be flat, parallel to the slope of the roof, and arranged in a pattern or grid parallel to the roof's ridge and eaves. Locating solar panels on the site (ground-mounted), on structures constructed outside of the period of significance, additions, or new structures is encouraged.

## 2. Windows

a) Windows and their functional and decorative features that are important to the overall character of the building shall be identified, retained, and preserved. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, sash horns, glazing, pane configuration, sills, mullions, casings, brick molds, or trim) and related features, such as shutters. Historic windows visible from the street shall be retained and preserved.

b) The wood or metal which comprises the window jamb, sash, and trim shall be protected and maintained through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems. Windows shall be made weathertight by re-caulking gaps in fixed joints and replacing or installing weather-stripping. The historic operability of windows shall be sustained by lubricating friction points, replacing broken components of the operating system (such as hinges, latches, sash chains or cords), and replacing deteriorated gaskets or insulating units.

c) Sash locks, window guards, removable storm windows, and other reversible treatments may be installed to meet safety, security, or energy conservation requirements. Storm windows may be added with a matching or a one-over-one pane configuration that will not obscure the characteristics of the historic windows. Storm windows improve energy efficiency and are especially beneficial when installed over wood windows because they also protect them from accelerated deterioration. Storm windows shall be painted or otherwise coated to match the color of the window; mill finish or anodized aluminum is prohibited. Interior storm windows may be added as an alternative to exterior storm windows.

d) The overall condition of the windows shall be evaluated to determine whether more than protection and maintenance, such as repairs to windows and window features, will be necessary. Window frames and sashes shall be repaired by patching, splicing, consolidating, or otherwise reinforcing them. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated, broken, or missing components of features when there are surviving prototypes, such as sash, sills, hardware, or shutters. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities. Glazing putty that has failed shall be removed, and new putty shall be applied; or, if glass is broken, carefully remove all putty, replace the glass, and re-putty. A historic single-glazed sash may be modified to accommodate insulated glass when it will not jeopardize the soundness of the sash or significantly alter its appearance. Except in structures constructed outside of the period of significance, clear (no low-e) glass shall be used to repair windows; low-e glass with a visible light transmittance (VLT) of greater than seventy-two percent (72%) and a visible light reflectance of less than twelve percent (12%) may be used in the repair of windows if the glazing manufacturer's specification or cut sheet is provided to the Preservation Planner. Colored glass shall be used to repair stained glass windows. Patterned glass may be used for privacy in bathrooms.

e) An entire window may be replaced in kind if it is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature, when the replacement can be based on historic documentation, or on elevations not visible from the street. Compatible substitute material similar in design, color, scale, architectural appearance, and other visual qualities may be considered, such as wood, aluminum clad wood, and steel. Aluminum may be allowed on non-residential buildings. True divided lights and simulated divided lights with window grids on the exterior and interior the same color as the window sash with spacer bars between the panes of glass shall be permitted.

Incompatible, non-historic windows may be replaced with new windows that are compatible with the historic character of the building, or windows may be reinstated in openings that have been filled in with new windows that are compatible with the historic character of the building. Except in structures constructed outside of the period of significance, vinyl, fiberglass, vinyl or fiberglass clad wood, aluminum, glass block, picture, bay, and bow windows are prohibited. Except in structures constructed outside of the period of significance, clear (no low-e) glass shall be used to replace windows; low-e glass with a visible light transmittance (VLT) of greater than seventy-two percent (72%) and a visible light reflectance of less than twelve percent (12%) may be used in the replacement of windows if the glazing manufacturer's specification or cut sheet is provided to the Preservation Planner. Colored glass shall be used in the replacement of stained-glass windows. Patterned glass may be used for privacy in bathrooms.

f) The sills of historic window openings on elevations not visible from the street may be raised to serve bathrooms and kitchens. The reconfigured openings and the windows in them should be compatible with the overall design of the building but, in most cases, not duplicate the historic fenestration. The new openings shall have similar operation (e.g., double hung, casement, awning, or hopper) where possible, components (including sash, muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish as historic windows of the structure. For instance, a 6 over 6 double hung window's operation may be reconfigured to a 6-light fixed, awning, or hopper window or a 9-light casement window. Historic components such as sills, mullions, casings, brick molds, or trim shall be identified, retained, and preserved, and a new panel shall be inserted below a new, higher sill.

g) New window openings where none previously existed on elevations not visible from the street may be added if required by a new use. The new openings and the windows in them should be compatible with the overall design of the building but, in most cases, not duplicate the historic fenestration. The new openings shall have a similar height to width ratio, operation (e.g., double hung, casement, awning, or hopper), components (including sash, muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish as historic windows of the structure. If the historic design of the building is predominantly single or pairs of window openings with wall between, the new window opening shall be single or pairs of window openings with wall between. New window openings containing multiple windows where none previously existed are prohibited.

h) Window openings in a masonry foundation may be filled with materials that are similar in design, color, scale, architectural appearance, and other visual qualities of the surrounding masonry and shall be inset at least one inch from the face of the wall.

### 3. Entrances & Porches

a) Entrances and porches and their functional and decorative features that are important in defining the overall historic character of the building shall be identified, retained, and preserved. The materials themselves (including masonry, wood, and metal) are significant, as are their features, such as doors, transoms, pilasters, columns, balustrades, stairs, roofs, and projecting canopies. A historic entrance or porch shall be retained even though it will no longer be used because of a change in the building's function. A porch that is historic to the structure or dates to the period of significance of the district shall be retained and preserved.

b) The masonry, wood, and metals which comprise entrances and porches shall be protected and maintained through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.

c) The overall condition of entrances and porches shall be evaluated to determine whether more than protection and maintenance, such as repairs to entrance and porch features, will be necessary. Entrances and porches shall be repaired by patching, splicing, consolidating, and otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated features or missing components of features when there are surviving prototypes, such as balustrades, columns, and stairs.

d) An entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) shall be replaced using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities.

e) If the entrance door is historic or dating from the period of significance and blends with the historic character of the structure, it shall be retained unless the owner can demonstrate to the Landmarks Commission that it is beyond repair. Aluminum clad wood, aluminum, and insulated hollow metal entrance doors shall be approved if they are similar in design, color, scale, architectural appearance, and other visual qualities. Storm doors shall be compatible with the entrance door and the overall design of the building. Storm doors shall be full-light or full-view, wood or aluminum, and in the same color as the entrance door or trim. Mid-view and high-view storm doors are prohibited. Storm doors with metal grilles may be approved if they blend with the style of the structure. Unpaneled, modern-style doors and doors with a fake wood grain, mill finish or clear anodized aluminum, and other metallic finishes are prohibited, except on structures constructed outside of the period of significance. All doors shall be painted or finished with a material that resembles a painted finish, unless staining can be based on historic documentation.

f) New in-swinging or out-swinging French door openings may be added where none previously existed on elevations not visible from the street. The new openings and the doors in them should be compatible with the overall design of the building but, in most cases, not duplicate historic doors. The new openings shall have a similar height to width ratio, components (including muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish as historic doors of the structure.

g) Where physical evidence of the overall form and detailing are not evident, porch ceilings shall have the appearance of narrow beaded boards, unless another historic material is approved by the Landmarks Commission. Porch pilasters, columns, or posts shall be trimmed with decorative molding at the top and bottom of the posts. Solid wall porch balustrades and stair wing walls shall be covered in masonry or siding to match the structure. Open porch balustrades and stair railings shall have top and bottom rails with the bottom rails raised no higher than four (4) inches above the floor. Balusters shall be located between (not in front of or behind) the top and bottom rails and shall be vertical, square, and spaced such that a four (4) inch sphere may not pass through the railing at any point. Handrails on stairs shall be wood to match the porch balustrade. Decorative wrought iron, aluminum or other metal, composite, and vinyl balustrades and railings are prohibited, except on structures constructed outside of the period of significance. Stairs may be constructed of wood, concrete, or brick. If wood is used, stairs shall have solid wood risers and be enclosed on the sides by lattice or a wing wall. First floor porch flooring shall be tongue-in-groove boards; carpeting, dimensional lumber or board decking, and composites with faux wood grain texture are prohibited. Porch floor joists shall be hidden from view by rim joists or frieze boards. Spaces beneath porches and stairs shall be enclosed with a framed lattice of crisscross design, narrow vertical boards, or other openwork design. The lattice shall be designed such that a three-(3) inch sphere could not pass through any portion of the lattice. All wood on exterior porches, except flooring and stair treads, shall be painted or opaque stained. Other porch designs may be permitted if they are compatible with the character of the structure and the district and if the owner can demonstrate to the Landmarks Commission that a different design is original to the structure.

h) Porches on elevations not visible from the street may be enclosed with wood-framed screens or storm windows similar in proportion to windows on the structure, on the condition that the balustrade be retained and preserved, repaired, or replaced in a design compatible with the historic character of the structure. The wood-framed screens or storm windows shall match the color of the porch and be placed behind pilasters, columns, or posts and balustrades so they do not obscure those features. Screening porches visible from the street is allowed, but enclosing porches visible from the street is prohibited.

i) Garage doors shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district. Horizontally paneled doors and flat paneled doors are prohibited.

#### 4. Storefronts

a) Storefronts and their functional and decorative features that are important in defining the overall historic character of the building shall be identified, retained, and preserved. The storefront materials (including wood, masonry, metals, ceramic tile, clear glass, and pigmented structural glass) and the configuration of the storefront are significant, as are features, such as display windows, base panels, bulkheads, signs, doors, transoms, kick plates, corner posts, piers, and entablatures. The removal of inappropriate, non-historic cladding, false mansard roofs, and other later, non-significant alterations can help reveal the historic character of the storefront. However, later, non-original features that have acquired significance over time and are within the period of significance shall be retained. The glazing and the transparency (i.e., which allows the openness of the interior to be experienced from the exterior) that is so important in defining the character of a historic storefront shall be retained.

b) Masonry, wood, glass, ceramic tile, and metals which comprise storefronts shall be protected and maintained through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems.

c) The overall condition of the storefront shall be evaluated to determine whether more than protection and maintenance, such as repairs to storefront features, will be necessary. Storefronts shall be repaired by



patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of storefronts when there are surviving prototypes, such as transoms, base panels, kick plates, piers, or signs. Except in structures constructed outside of the period of significance, clear (no low-e) glass shall be used to repair storefront glazing. Low-e glass with a visible light transmittance (VLT) of greater than seventy-two percent (72%) and a visible light reflectance of less than twelve percent (12%) may be used in the repair of storefront glazing if the glazing manufacturer's specification or cut sheet is provided to the Preservation Planner. Prismatic glass may be used at storefront transoms.

d) An entire storefront that is too deteriorated to repair (if the overall form and detailing are still evident) may be replaced in kind using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities. Missing awnings or canopies that can be historically documented to the building may be replaced, or new signage, awnings, canopies, or lighting that are compatible with the historic character of the building may be added.

#### 5. Mechanical Systems

a) A split system mechanical unit may be installed in a manner that will have minimal impact on the historic character and result in minimal loss of historic building material and shall be placed in a location on a elevations not visible from the street. Split system mechanical units on elevations visible from the street are prohibited.

b) Mechanical equipment on the roof may be installed, when necessary, so that it is minimally visible from the street to preserve the building's historic character and setting. Installing mechanical equipment on the roof that is overly large or highly visible from the street is prohibited

c) Air conditioning compressors shall be placed in a location on an elevation or roof not visible from the street. Air conditioning compressors on elevations visible from the street are prohibited.

d) Grilles (mechanical air intake, exhaust, etc.), vents (plumbing stack, mechanical air intake or exhaust, etc.), electrical and communications equipment (transformers, cabinets, mobile service boosters, security cameras, etc.), and utility meters (water, gas, electric, etc.) shall be placed in a location on an elevation not visible from the street or on the roof. Grilles, vents, equipment, and meters on elevations visible from the street are prohibited, unless technically infeasible. Grilles, vents, equipment, and meters shall be finished or painted to match adjacent materials.

#### C. Building Site

1. Features of the building site that are important in defining its overall historic character shall be identified, retained, and preserved. Site features may include walls, fences, or steps; circulation systems, such as walks, paths or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site. The historic relationship between buildings and the landscape shall be retained. Graveling, mulching, or gardening the entire front yard is visually obtrusive and is prohibited.

2. Buildings and site features shall be protected and maintained by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape. Any existing irrigation that may be wetting the building excessively shall be corrected. Disturbance of the terrain around buildings or elsewhere on the site shall be minimized, thereby reducing the possibility of destroying or damaging important landscape features, archeological resources, other cultural or religious features, or burial grounds. Areas where the terrain will be altered shall be surveyed and documented to determine the potential impact to important landscape features, archeological resources, other cultural or religious features, or burial grounds. Important landscape features shall be preserved through regularly-scheduled maintenance of historic plant material. Protective fencing, bollards, and stanchions may be installed on a building site, when necessary for security, that are as unobtrusive as possible. Continued protection and maintenance of buildings and landscape features on the site shall be provided through appropriate grounds and landscape management.

3. The overall condition of materials and features shall be evaluated to determine whether more than protection and maintenance, such as repairs to site features, will be necessary. Historic site features which have been damaged, are deteriorated, or have missing components shall be repaired to reestablish the whole feature and to ensure retention of the integrity of the historic materials. Repairs may include limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of site features when there are surviving prototypes, such as paving, railings, or individual plants within a

group (e.g., a hedge). Repairs should be physically and visually compatible. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities.

4. An entire feature of the site that is too deteriorated to repair (if the overall form and detailing are still evident) may be replaced using the physical evidence as a model to reproduce the feature. Examples could include a walkway or a fountain, a land form, or plant material. If using the same kind of material is not feasible, then a compatible substitute material may be considered. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities.

D. Code Required Work

1. Accessibility

a) The historic building's character-defining exterior features and features of the site and setting which may be affected by accessibility code-required work shall be identified.

b) Barrier-free access requirements shall be complied with in such a manner that the historic building's character-defining exterior features and features of the site and setting are preserved or impacted as little as possible.

c) Specialists in accessibility and historic preservation shall be utilized to determine the most sensitive solutions to comply with access requirements in a historic building, its site, or setting.

d) Barrier-free access that promotes independence for the user while preserving significant historic features shall be provided.

e) Solutions to meet accessibility requirements that minimize the impact of any necessary alteration on the historic building, its site, and setting, such as compatible ramps, paths, and lifts, shall be utilized.

f) Relevant sections of existing codes regarding accessibility for historic buildings shall be used that provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the property.

g) Except in structures constructed outside the period of significance, the impact of accessibility ramps shall be minimized by installing them on elevations not visible from the street when it does not compromise accessibility or by screening them with plantings.

h) A gradual slope or grade to the sidewalk may be added to access the entrance rather than installing a ramp that would be more intrusive to the historic character of the building and the district.

i) An exterior stair or elevator tower that is compatible with the historic character of the building may be added on an elevation not visible from the street only when it is not possible to accommodate it on the interior without resulting in the loss of significant historic spaces, features, or finishes.

j) A lift shall be installed as inconspicuously as possible when it is necessary to locate it on an elevation visible from the street of the historic building.

2. Life Safety

a) The historic building's character-defining exterior features and features of the site and setting which may be affected by life-safety code-required work shall be identified.

b) Life-safety codes (including requirements for impact-resistant glazing) shall be complied with in such a manner that the historic building's character-defining exterior features and features of the site and setting are preserved or impacted as little as possible.

c) Building materials shall be removed only after testing has been conducted to identify hazardous materials and using only the least damaging abatement methods.

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

e) Relevant sections of existing codes regarding life safety for historic buildings shall be used to provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the building.

A new stairway to meet life-safety code requirements shall be added in a manner that preserves adjacent character-defining features and spaces. Existing openings on elevations not visible from the street or, if necessary, creating new openings on elevations not visible from the street shall be used to accommodate second egress requirements.

II. Standards for Review for New Additions

A. General

1. Functions and services required for a new use (including elevators and stairways) shall be placed in secondary or non-character-defining interior spaces of the historic building rather than constructing a new addition.

2. A new addition shall be constructed on an elevation not visible from the street. New additions on the front of the principal structure are prohibited, except for restoring or reconstructing missing historic features like entrances and porches.

3. A new addition shall be constructed that results in the least possible loss of historic materials so that character-defining features are not obscured, damaged, or destroyed. New additions that destroy significant historic materials or character-defining features are prohibited.
  4. A new addition shall be designed that is subordinate, secondary, and compatible to the historic building. No addition shall be higher than the existing principal structure. If the existing principal structure is already nonconforming, any additions or enlargements shall conform to the provisions of this ordinance for new structures and Section 28.192.
  5. The same forms, materials, and color range of the historic building shall be used in a manner that does not duplicate it but distinguishes the addition from the historic building.
  6. The alignment, rhythm, and size of the window and door openings of the new addition shall be based on those of the historic building.
  7. A simple, recessed, small-scale hyphen, or connection, may be incorporated to physically and visually separate the addition from the historic building.
  8. The addition shall be distinguished from the historic building by setting it back from the wall plane of the historic building.
  9. The addition shall be stylistically appropriate for the historic building type (e.g., whether it is residential or non-residential).
  10. The design for a new addition shall be considered in terms of its relationship to the historic building as well as the historic district, neighborhood, and setting.
  11. New additions in densely-built locations (such as a downtown commercial district) may appear as a separate building or infill, rather than as an addition. In such a setting, the addition or the infill structure must be compatible with the size and scale of the historic building and surrounding buildings—usually the front elevation of the new building should be in the same plane (i.e., not set back from the historic building). This approach may also provide the opportunity for a larger addition or infill when the façade can be broken up into smaller elements (i.e., may appear as several separate buildings) that are consistent with the scale of the historic building and surrounding buildings.
  12. A compatible rooftop addition for a multi-story building, when required for a new use, shall be designed that is set back from elevations visible from the street and that is inconspicuous when viewed from a standing position from across the street. A rooftop addition shall be limited to one story in height to minimize its visibility and its impact on the historic character of the building.
- B. Building Materials
1. Masonry: Stone, Brick, Terra Cotta, Concrete, Stucco, and Mortar
    - a) New additions shall be designed and constructed so that the character-defining masonry features of the historic building are not negatively impacted. New additions shall result in the least possible loss of historic masonry materials so that character-defining features are not obscured, damaged, or destroyed. New additions that destroy significant historic masonry materials or character-defining features are prohibited.
    - b) Materials for exterior walls shall be similar in design, color, scale, architectural appearance, and other visual qualities of the historic building, but differentiated enough so that it is not confused as historic or original to the building. Combinations of materials that occur on the historic building or in the historic district, i.e., brick on first floor with clapboard on second floor are acceptable. Stone, brick, terra cotta, concrete, stucco, and mortar are encouraged. Decorative concrete block, composite panels with faux stucco texture, and exterior insulation and finish systems (EIFS) may be used as secondary or accent cladding materials with Landmark Commission approval. Pebble dash is prohibited.
  2. Wood: Clapboard, Weatherboard, Shingles, and Other Functional and Decorative Elements
    - a) New additions shall be designed and constructed so that the character-defining wood features of the historic building are not negatively impacted. New additions shall result in the least possible loss of historic wood materials so that character-defining features are not obscured, damaged, or destroyed. New additions that destroy significant historic wood materials or character-defining features are prohibited.
    - b) Materials for exterior walls shall be similar in design, color, scale, architectural appearance, and other visual qualities of the historic building, but differentiated enough so that it is not confused as historic or original to the building. Horizontal wood or smooth composite clapboards four (4) inches or less in exposure, smooth wood shingles, or combinations of materials that occur on the historic building or in the historic district, i.e., brick on first floor with clapboard on second floor are acceptable. Smooth composite vertical panels and metal may be used as secondary or accent cladding materials with Landmark Commission approval. Asbestos, wide clapboards over four (4) inches in exposure, composite clapboards and vertical panels with faux wood grain texture, diagonal boards, vertical boards, rough sawn wood, rough split shingles, shakes, metal, and vinyl siding are prohibited.
- C. Building Features & Systems
1. Roofs

- a) Mechanical and service equipment on the roof (such as heating and air-conditioning units or solar panels) when required for a new use shall be installed so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.
  - b) Rooftop additions, decks, or terraces when required by a new or continuing use shall be designed to be set back from elevations visible from the street and inconspicuous when viewed from a standing position from across the street and not damage or obscure character-defining historic features. A rooftop addition shall be limited to one story in height to minimize its visibility and its impact on the historic character of the building.
  - c) A green roof or other roof landscaping, railings, or furnishings shall be installed that are not visible on the site or from the street and do not damage the roof structure.
  - d) The form and pitch of the roof shall be similar to the roof form and pitch on the historic structure.
  - e) New chimneys shall be constructed of compatible masonry materials that are similar in design, color, scale, architectural appearance, and other visual qualities as the rest of the structure. If there is no masonry on the structure, chimneys shall be constructed of compatible masonry materials that are similar in design, color, scale, architectural appearance, and other visual qualities as other structures within the period of significance of the district.
  - f) New dormers not visible from the street shall be permitted. New dormers visible from the street are prohibited except for side roof slopes where the front edge of the dormer is no less than twelve (12) feet from the front edge of the roof. The ridge line of a dormer shall not extend above the ridge line of the main roof. The front face of a dormer wall shall not extend beyond the face of the main structure wall below. Shed dormers behind existing dormers or gables may be approved on elevations not visible from the street. Dormer roof form, overhang, cladding, trim, and window shall be similar in design, color, scale, architectural appearance, and other visual qualities as the historic building. If the historic roof form is not practical, another form may be approved if it does not detract from the historic character of the building or the neighborhood.
  - g) Roof materials shall be similar to the roof materials on the historic structure. Any roofing materials shall be permitted on flat or slightly sloped roofs not visible from the street. Three-tab asphalt shingles, architectural (also known as dimensional or laminate) shingles with a straight bottom edge and light faux shadowing that simulate wood shingles or slate, wood roof shingles, clay or concrete tile, slate, flat standing seam metal, and flat interlocking metal panels on flat roofs shall be permitted on roofs visible from the street. Thick wood shakes, Dutch lap, French method, interlocking shingles, architectural (also known as dimensional or laminate) asphalt shingles with a scalloped or staggered bottom edges that simulate wood shake, slate, or tile and have heavy faux shadowing, corrugated or ribbed metal roofing panels, and metal roof shingles are prohibited on roofs visible from the street.
  - h) Low-profile continuous ridge vents shall be permitted provided that the vents extend to the front edge of the fascia and are covered with the same material as the roof visible from the street. Rectangular or continuous soffit vents shall be permitted if they are finished or painted the same color as the adjacent soffit. Round soffit vents are prohibited. Static vents, electric vents, wind turbines, and attic fans visible from the street are prohibited and ones not visible from the street are permitted provided they match the color of the roof.
  - i) Skylights not visible from the street shall be permitted. Skylights visible from the street are prohibited except for side roof slopes where the front edge of the skylight is at least ten (10) feet back from the front edge of the main roof. Skylights shall be flat, parallel to the slope of the roof, and painted to match the roof material. Tubular, arched, domed, or pyramidal shaped skylights are prohibited.
  - j) Mechanical and service equipment on the roof (such as heating and air-conditioning units or solar panels) shall be installed so that they are as unobtrusive as possible. Roof-mounted solar arrays on sloped roofs shall be flat, parallel to the slope of the roof, and arranged in a pattern or grid parallel to the roof's ridge and eaves. Locating solar panels on the site (ground-mounted), on structures constructed outside of the period of significance, additions, or new structures is encouraged.
2. Windows
- a) Openings and the windows in them should be compatible with the overall design of the historic building but not duplicate the historic fenestration. The new openings shall have a similar operation (e.g., double hung, casement, awning, or hopper), components (including sash, muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish as historic windows of the structure.
  - b) Wood, aluminum clad wood, and steel windows are permitted. Aluminum windows are permitted on non-residential buildings. True divided lights and simulated divided lights with window grids on the exterior and interior the same color as the window sash and spacer bars between the panes of glass shall be permitted. Bay windows may be approved if they have sides perpendicular to the wall and if they do not extend beyond the eaves of the roof. Except in structures constructed outside of the period of significance,

vinyl, fiberglass, vinyl or fiberglass clad wood, aluminum, glass block, picture, bay, and bow windows are prohibited. Clear or low-e glass may be used, and patterned glass may be used for privacy in bathrooms.

3. Entrances & Porches

a) Doors shall be compatible with the overall design of the building but, in most cases, not duplicate historic doors. New door openings shall have a similar height to width ratio, components (including muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish as historic doors of the structure. Aluminum clad wood, aluminum, and insulated hollow metal entrance doors shall be approved if they are similar in design, color, scale, architectural appearance, and other visual qualities. Storm doors shall be compatible with the door and the overall design of the building. Storm doors shall be full-light or full-view, wood or aluminum, and in the same color as the entrance door or trim. Mid-view or high-view storm doors are prohibited. Storm doors with metal grilles may be approved if they blend with the style of the structure. Unpaneled, modern-style doors and doors with a fake wood grain, mill finish or clear anodized aluminum, and other metallic finishes are prohibited, except on structures constructed outside of the period of significance. All doors shall be painted or finished with a material that resembles a painted finish, unless staining can be based on historic documentation.

b) Except on structures constructed outside of the period of significance, porch ceilings shall have the appearance of narrow beaded boards. Porch pilasters, columns, or posts shall be trimmed with decorative molding at the top and bottom of the posts. Solid wall porch balustrades and stair wing walls shall be covered in masonry or siding to match the structure. Open porch balustrades and stair railings shall have top and bottom rails with the bottom rails raised no higher than four (4) inches above the floor. Balusters shall be located between (not in front of or behind) the top and bottom rails and shall be vertical, square, and spaced such that a four (4) inch sphere may not pass through the railing at any point. Balusters may also be compatible with the overall design of the historic porch but, in most cases, not duplicate the historic balusters. Handrails on stairs shall be wood to match the porch balustrade. Decorative wrought iron, aluminum or other metal, composite, and vinyl balustrades and railings are prohibited, unless not visible from the street. Stairs may be constructed of wood, concrete, or brick. If wood is used, stairs shall have solid wood risers and be enclosed on the sides by lattice or a wing wall. First floor porch flooring shall be tongue-in-groove boards; carpeting, dimensional lumber or board decking, and composites with faux wood grain texture are prohibited. Porch floor joists shall be hidden from view by rim joists or frieze boards. Spaces beneath porches and stairs shall be enclosed with a framed lattice of crisscross design, narrow vertical boards, or other openwork design. The lattice shall be designed such that a three-(3) inch sphere could not pass through any portion of the lattice. All wood on exterior porches, except flooring and stair treads, shall be painted or opaque stained. Other porch designs may be permitted if they are compatible with the character of the structure and the district and if the owner can demonstrate to the Landmarks Commission that a different design is original to the structure.

c) Porches on elevations not visible from the street may be enclosed with wood-framed screens or storm windows similar in proportion to windows on the structure. The wood-framed screens or storm windows shall match the color of the porch and be placed behind pilasters, columns, or posts and balustrades so they do not obscure those features. Screening porches visible from the street is allowed, but enclosing porches visible from the street is prohibited.

d) Except on structures constructed outside of the period of significance, rear yard decks may have solid wall balustrades and stair wing walls with masonry or siding to match the structure or open balustrades and stair railings with top and bottom rails with the bottom rails raised no higher than four (4) inches above the floor. Balusters shall be located between (not in front of or behind) the top and bottom rails and shall be vertical, square, and spaced such that a four (4) inch sphere may not pass through the railing at any point. Balusters may also be compatible with the overall design of the historic porch but, in most cases, not duplicate the historic balusters. Handrails on stairs shall be wood to match the deck balustrade. Decorative wrought iron, aluminum or other metal, composite, and vinyl balustrades and railings are prohibited, unless not visible from the street. Spaces beneath decks and stairs shall be screened by framed lattice or evergreen shrubs, and all parts of the deck, except the flooring and steps, shall be painted or opaque-stained in a color to blend with the colors on the structure.

e) Second exit stairways shall be provided on the interior of the structure where possible. When this is not possible, exterior second exit platforms and stairs shall be as unobtrusive as possible and located on elevations not visible from the street. Second exit platforms or stairs visible from the street are prohibited, unless the owner can demonstrate to the Landmarks Commission that no other location is possible.

f) Projecting, partially projecting/inset, and inset balconies are prohibited on elevations visible from the street.

g) Garage doors shall be located on elevations not visible from the street whenever feasible and shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district. Horizontally paneled doors and flat paneled doors are prohibited.

4. Storefronts

a) Storefronts, signage, awnings, canopies, or lighting shall be compatible with the historic character of the building. Clear or low-e glass may be used.

5. Mechanical Systems

a) A split system mechanical unit may be installed in a manner that will have minimal impact on the historic character and result in minimal loss of historic building material and shall be placed on an elevation not visible from the street. Split system mechanical units on elevations visible from the street are prohibited.

b) Mechanical equipment on the roof may be installed, when necessary, so that it is minimally visible from the street to preserve the building's historic character and setting. Installing mechanical equipment on the roof that is overly large or highly visible from the street is prohibited.

c) Air conditioning compressors shall be placed in a location on an elevation not visible from the street. Air conditioning compressors on elevations visible from the street are prohibited.

d) Grilles (mechanical air intake, exhaust, etc.), vents (plumbing stack, mechanical air intake or exhaust, etc.), electrical and communications equipment (transformers, cabinets, mobile service boosters, security cameras, etc.), and utility meters (water, gas, electric, etc.) shall be placed in a location on an elevation not visible from the street or on the roof. Grilles, vents, equipment, and meters on elevations visible from the street are prohibited, unless technically infeasible. Grilles, vents, equipment, and meters shall be finished or painted to match adjacent materials.

D. Building Site

1. New onsite features (such as parking areas, access ramps, or lighting) shall be designed so that they are as unobtrusive as possible, retain the historic relationship between the building or building and the landscape, and are compatible with the historic character of the property.

2. New exterior additions to historic buildings or adjacent new construction shall be designed to be compatible with the historic character of the site and preserve the historic relationship between the building or building and the landscape.

3. An irrigation system needed for a new or continuing use of the site shall be located where it will not cause damage to historic buildings.

4. Poured concrete retaining walls with a smooth rubbed finish and under twenty-four (24) inches in height, flagstone, and stone ashlar retaining walls are permitted. Proposals to construct front yard retaining walls of other materials must be submitted to Landmarks Commission for approval prior to installation. Railroad tie, landscape timbers, boulders, and concrete block retaining walls are prohibited.

5. Wrought iron, simulated wrought iron, and wood fences are permitted. Chain link, metal mesh, vinyl, composite, bamboo, reed, and other rustic style fences, such as rough sawn wood or split-rails, are prohibited. Fences in the front yard shall not exceed three (3) feet in height.

6. No new parking lots will be approved unless they are accessory to and on the same zoning lot as a commercial structure or multiple family dwelling.

E. Code Required Work

1. Accessibility

a) The impact of accessibility ramps shall be minimized by installing them on elevations not visible from the street when it does not compromise accessibility or by screening them with plantings.

b) An exterior stair that is compatible with the historic character of the building may be added on an elevation not visible from the street only when it is not possible to accommodate it on the interior without resulting in the loss of significant historic spaces, features, or finishes.

c) A lift shall be installed as inconspicuously as possible when it is necessary to locate it on an elevation visible from the street of the historic building.

2. Life Safety

a) A new stairway to meet life-safety code requirements shall be added in a manner that preserves adjacent character-defining features and spaces.

b) Existing openings on elevations not visible from the street or, if necessary, creating new openings on elevations not visible from the street shall be used to accommodate second egress requirements.

c) A code-required stairway that cannot be accommodated within the historic building shall be placed in a new exterior addition located on an elevation not visible from the street.

d) A new exterior stairway addition shall be designed to be compatible with the historic character of the building.

III. Standards for Review for New Structures

A. General

1. New construction shall be located far enough away from the historic building, when possible, where it will be minimally visible from the street and will not negatively affect the building's character, the site, or setting.
  2. New construction on a historic site or in a historic setting shall be designed that it is compatible but differentiated from the historic building or buildings within two hundred (200) feet of the subject property.
  3. The design for related new construction shall be considered in terms of its relationship to the historic building as well as the historic district and setting.
  4. New construction shall be secondary to the historic building and shall not detract from its significance.
  5. Site features or land formations, such as trees or sloping terrain, shall be used to help minimize the new construction and its impact on the historic building and property.
  6. Infill structures in a densely-built location (such as a downtown commercial district) must be compatible with the surrounding historic buildings—usually the front elevation of the new building should be in the same plane (i.e., not set back from the historic building) and the façade can be broken up into smaller elements (i.e., may appear as several separate buildings) that are consistent with the historic building and surrounding buildings within two hundred (200) feet of the subject property.
  7. New principal structures shall be no more than one story higher than historic buildings within two hundred (200) feet of the subject property. To minimize the additional story's visibility and its impact on the historic character of the surrounding buildings, it shall be set back from elevations visible from the street and inconspicuous when viewed from a standing position from across the street.
  8. The gross area of the front elevation, i.e., all walls facing the street, shall be no greater than one hundred twenty-five percent (125%) of the average gross area of the front elevations of structures within two hundred (200) feet of the subject property, or the front façade shall be modulated with variations in setbacks that reflect or repeat the rhythm of adjacent historic buildings constructed during the period of significance and the spaces between them within two hundred (200) feet of the subject property.
  9. Accessory structure shall only be erected in the rear yard. Building materials and building features shall be similar in design, color, scale, architectural appearance, and other visual qualities as the historic building and surrounding buildings within two hundred (200) feet of the subject property. Windows shall be either casements or double-hung units of a similar proportion to the windows on the principal structure. Garage doors shall be located on elevations not visible from the street whenever feasible and shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district. Horizontally paneled doors and flat paneled doors are prohibited.
- B. Building Materials
1. Masonry: Stone, Brick, Terra Cotta, Concrete, Stucco, and Mortar
    - a) Materials for exterior walls shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district, but differentiated enough so that it is not confused as a historic building. Stone, brick, terra cotta, concrete, stucco, and mortar are encouraged. Decorative concrete block, composite panels with faux stucco texture, and exterior insulation and finish systems (EIFS) may be used as secondary or accent cladding materials with Landmark Commission approval. Pebble dash is prohibited.
    2. Wood: Clapboard, Weatherboard, Shingles, and Other Functional and Decorative Elements
      - a) Materials for exterior walls shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district, but differentiated enough so that it is not confused as a historic building. Wood building materials such as horizontal wood or smooth composite clapboards four (4) inches or less in exposure and smooth wood shingles, or combinations of materials that occur within the historic district, i.e., brick on first floor with clapboard on second floor are encouraged. Smooth composite vertical panels and metal may be used as secondary or accent cladding materials with Landmark Commission approval. Asbestos, wide clapboards over four (4) inches in exposure, composite clapboards and vertical panels with faux wood grain texture, diagonal boards, vertical boards, rough sawn wood, rough split shingles, shakes, metal, and vinyl siding are prohibited.
- C. Building Features & Systems
1. Roofs
    - a) Mechanical and service equipment on the roof (such as heating and air-conditioning units or solar panels) when required for a new use shall be installed so that they are inconspicuous on the site and from the street and do not damage or obscure character-defining historic features.
    - b) Rooftop decks or terraces shall be designed so that they are inconspicuous and minimally visible on the site and from the street.
    - c) A green roof or other roof landscaping, railings, or furnishings shall be installed that are not visible on the site or from the street.

d) The form of a roof shall be similar to the roof form on existing structures within two hundred (200) feet of the subject property. The pitch of a roof shall be similar to the roof pitch on existing structures within two hundred (200) feet of the subject property but shall be no less than 4-in-12.

e) New chimneys shall be constructed of compatible masonry materials that are similar in design, color, scale, architectural appearance, and other visual qualities as existing structures within two hundred (200) feet of the subject property.

f) Roof materials shall be similar to the roof materials on existing structures within two hundred (200) feet of the subject property. Any roofing materials shall be permitted on flat or slightly sloped roofs not visible from the street. Three-tab asphalt shingles, architectural (also known as dimensional or laminate) shingles with a straight bottom edge and light faux shadowing that simulate wood shingles or slate, wood roof shingles, clay or concrete tile, slate, and flat standing seam and flat interlocking metal panels on flat roofs shall be permitted on roofs visible from the street. Thick wood shakes, Dutch lap, French method, interlocking shingles, architectural (also known as dimensional or laminate) asphalt shingles with a scalloped or staggered bottom edges that simulate wood shake, slate, or tile and have heavy faux shadowing, corrugated or ribbed metal roofing panels, and metal roof shingles are prohibited on roofs visible from the street.

g) Low-profile continuous ridge vents shall be permitted provided that the vents extend to the front edge of the fascia and are covered with the same material as the roof visible from the street. Rectangular or continuous soffit vents shall be permitted if they are finished or painted the same color as the adjacent soffit. Round soffit vents are prohibited. Static vents, electric vents, wind turbines, and attic fans visible from the street are prohibited and ones not visible from the street are permitted provided they match the color of the roof.

h) Skylights not visible from the street shall be permitted. Skylights visible from the street are prohibited except for roof slopes where the front edge of the skylight is at least ten (10) feet back from the front edge of the main roof. Skylights shall be flat, parallel to the slope of the roof, and painted to match the roof material. Tubular, arched, domed, or pyramidal shaped skylights are prohibited.

i) Mechanical and service equipment on the roof (such as heating and air-conditioning units or solar panels) shall be installed so that they are as unobtrusive as possible. Roof-mounted solar arrays on sloped roofs shall be flat, parallel to the slope of the roof, and arranged in a pattern or grid parallel to the roof's ridge and eaves

## 2. Windows

a) Openings and the windows in them should be compatible with, but not duplicate, other openings in structures within the period of significance of the district and within two hundred (200) feet of the subject property. Openings shall have a similar operation (e.g., double hung, casement, awning, or hopper), components (including sash, muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish.

b) Wood, aluminum clad wood, and steel windows are encouraged. Vinyl, fiberglass, and vinyl or fiberglass clad wood are permitted. Aluminum windows are permitted on non-residential buildings. True divided lights and simulated divided lights with window grids on the exterior and interior the same color as the window sash and spacer bars between the panes of glass shall be permitted. Bay windows may be approved if they have sides perpendicular to the wall and if they do not extend beyond the eaves of the roof. Aluminum, glass block, picture windows, bay windows with angled sides, and bow windows are prohibited. Clear or low-e glass shall be used, and patterned glass may be used for privacy in bathrooms.

## 3. Entrances & Porches

a) The primary entrance to the structure shall be on the front elevation, or, in the case of a corner lot, it may be at the corner. The entrance shall either be inset or projecting from the plane of the front elevation. Entrance and storm doors shall be compatible with, but not duplicate, other openings in structures within the period of significance of the district and within two hundred (200) feet of the subject property. Openings shall have similar components (including muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim) and finish. Wood, aluminum clad wood, aluminum, and insulated hollow metal entrance doors are encouraged. Unpaneled, modern-style doors and doors with a fake wood grain, mill finish or clear anodized aluminum, and other metallic finishes are permitted. Storm doors shall be full-light or full-view, wood or aluminum, and in the same color as the entrance door or trim. Mid-view or high-view storm doors are prohibited. Storm doors with metal grilles may be approved if they blend with the style of the structure.

b) Porches at the primary entrances of residential structures are encouraged. Porch pilasters, columns, or posts shall be trimmed with decorative molding at the top and bottom of the posts. Solid wall porch balustrades and stair wing walls shall be covered in masonry or siding to match the structure. Open porch balustrades and stair railings shall have top and bottom rails with the bottom rails raised no higher than four (4) inches above the floor. Balusters shall be located between (not in front of or behind) the top and bottom rails and shall be vertical, square, and spaced such that a four (4) inch sphere may not pass through the



railing at any point. Balusters may also be compatible with the overall design of porches on structures constructed within the period of significance within two hundred (200) feet of the subject property but, in most cases, not duplicate the historic balusters. Handrails on stairs shall be wood to match the porch balustrade. Decorative wrought iron, aluminum or other metal, composite, and vinyl balustrades and railings are prohibited, unless not visible from the street. Stairs may be constructed of wood, concrete, or brick. If wood is used, stairs shall have solid wood risers and be enclosed on the sides by lattice or a wing wall. First floor porch flooring shall be tongue-in-groove boards; carpeting, dimensional lumber or board decking, and composites with faux wood grain are prohibited, unless not visible from the street. Porch floor joists shall be hidden from view by rim joists or frieze boards. Spaces beneath porches and stairs shall be enclosed with a framed lattice of crisscross design, narrow vertical boards, or other openwork design. The lattice shall be designed such that a three-(3) inch sphere could not pass through any portion of the lattice. All wood on exterior porches, except flooring and stair treads, shall be painted or opaque stained. Other porch designs may be permitted if they are compatible with the character of the district.

c) Porches on elevations not visible from the street may be enclosed with wood-framed screens or storm windows similar in proportion to windows on the structure. The wood-framed screens or storm windows shall match the color of the porch and be placed behind pilasters, columns, or posts and balustrades so they do not obscure those features. Screening porches visible from the street is allowed, but enclosing porches visible from the street is prohibited.

d) Rear yard decks may have solid wall balustrades and stair wing walls with siding to match the structure or open balustrades and stair railings with top and bottom rails with the bottom rails raised no higher than four (4) inches above the floor. Balusters shall be located between (not in front of or behind) the top and bottom rails and shall be vertical, square, and spaced such that a four (4) inch sphere may not pass through the railing at any point. Handrails on stairs shall be wood to match the deck balustrade. Decorative wrought iron, aluminum or other metal, composite, and vinyl balustrades and railings are prohibited, unless not visible from the street. Spaces beneath decks and stairs shall be screened by framed lattice or evergreen shrubs, and all parts of the deck, except the flooring and steps, shall be painted or opaque-stained in a color to blend with the colors on the structure.

e) Second exit stairways shall be provided on the interior of the structure.

f) Projecting, partially projecting/inset, and inset balconies are prohibited on elevations visible from the street.

g) Garage doors shall be located on elevations not visible from the street whenever feasible and shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district.

#### 4. Storefronts

a) Storefronts, signage, awnings, canopies, or lighting shall be compatible with the historic buildings within two hundred (200) feet of the subject property. Clear or low-e glass may be used.

#### 5. Mechanical Systems

a) A split system mechanical unit may be installed on elevations not visible from the street. Split system mechanical units on elevations visible from the street are prohibited.

b) Mechanical equipment on the roof may be installed, when necessary, so that it is minimally visible from the street. Installing mechanical equipment on the roof that is overly large or highly visible from the street is prohibited.

c) Air conditioning compressors shall be placed in a location on an elevation not visible from the street or on the roof. Air conditioning compressors on elevations visible from the street are prohibited.

d) Grilles (mechanical air intake, exhaust, etc.), vents (plumbing stack, mechanical air intake or exhaust, etc.), electrical and communications equipment (transformers, cabinets, mobile service boosters, security cameras, etc.), and utility meters (water, gas, electric, etc.) shall be placed on elevations not visible from the street or on the roof. Grilles, vents, equipment, and meters on elevations visible from the street are prohibited, unless technically infeasible. Grilles, vents, equipment, and meters shall be finished or painted to match adjacent materials.

#### D. Building Site

1. New onsite features (such as parking areas, access ramps, or lighting) shall be designed so that they are as unobtrusive as possible, retain the historic relationship between the building or building and the landscape, and are compatible with the historic character of the property.

2. New exterior additions to historic buildings or adjacent new construction shall be designed to be compatible with the historic character of the site and preserve the historic relationship between the building or building and the landscape.

3. An irrigation system needed for a new or continuing use of the site shall be located where it will not cause damage to historic buildings.

4. Poured concrete retaining walls with a smooth rubbed finish and under twenty-four (24) inches in height, flagstone, and stone ashlar retaining walls are permitted. Proposals to construct front yard retaining walls of other materials must be submitted to Landmarks Commission for approval prior to installation. Railroad tie, landscape timbers, boulders, and concrete block retaining walls are prohibited.

5. Wrought iron, simulated wrought iron, and wood fences are permitted. Chain link, metal mesh, vinyl, and composite fences are permitted on elevations not visible from the street. Bamboo, reed, and other rustic style fences, such as rough sawn wood or split-rails, are prohibited. Fences in the front yard shall not exceed three (3) feet in height.

6. No new parking lots will be approved unless they are accessory to and on the same zoning lot as a commercial structure or multiple family dwelling.”