

CITY OF MADISON
INTER-DEPARTMENTAL
CORRESPONDENCE

DATE: April 10, 2019

TO: Landmarks Ordinance Review Committee (LORC)

FROM: Heather Bailey, Planning Division
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SUBJECT: MAINTENANCE, REPAIRS, AND ALTERATIONS SECTIONS

Attached please find an initial draft of the proposed sections regulating maintenance, repairs, and alterations for properties in local historic districts for LORC's discussion at its April 10 meeting.

According to the proposed schedule, LORC is scheduled to discuss the Alterations section of the new ordinance on April 10. In preparing for that discussion, staff concluded that the proposed framework for that section should be restructured to provide more clarity and instruction to the broad range of activities it included. Staff is proposing that the "Alterations" section be divided into three individual sections: Maintenance, Repairs, and Alterations. This also reinforces the increasing level of interventions that may be appropriate for an individual property.

The resulting organization for Subchapter 41F (the focus of LORC's work) would be:

Subchapter 41F: Historic Districts
41.10 Creating and Amending Historic Districts
41.12 Constructing, Altering, or Demolishing Structures in Historic Districts
41.xx Identification of Historic Districts (References to Plan, Period of Significance, etc.)
41.xx Standards for **Maintenance, Repairs,** Alterations, Additions, and New Structures (uniform standards)



MAINTENANCE, REPAIRS AND ALTERATIONS

Staff combined the consultant recommendations and the existing ordinance to prepare this document. The suggested Table of Contents shows a possible reorganization of the ordinance sections. The definition section is a parking lot for those words that require a definition. The example section shows a suggested outline and how district specific exceptions could be addressed.

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DEFINITIONS

Masonry – list all of the types of masonry

Maintenance

Repair

Alteration

Addition

Component or feature

41.XX STANDARDS FOR MAINTENANCE, REPAIRS, ALTERATIONS, ADDITIONS AND NEW STRUCTURES

I. Standards for the Review for Maintenance.

All structures in historic districts are required to be maintained pursuant to Sec. 41.14. The highest priority of this ordinance is on-the proper and continued maintenance to preserve the integrity of the structure utilizing the least degree of intervention. This section provides standards for building maintenance. Work beyond the level generally described below shall be considered a repair and be governed by the Standards for Repair section.

A. General

1. The overall condition of the structure shall be evaluated to determine whether more than protection and maintenance will be necessary.

B. Building Materials

1. Masonry

- a. Cleaning. 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. 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.
- b. Joint Sealing. Joints in concrete shall be sealed with appropriate flexible sealants and backer rods, when necessary.
- c. Sealants and Coatings. Masonry building walls and features shall be maintained with tight mortar joints and operational rain water conduction systems. Sealers and Water-repellent coatings are prohibited.
- d. Paint. Historically-painted masonry may be repainted with colors that are appropriate to the building and district. Masonry that was not historically painted may be removed by allowing the property owner to remove peeling paint over time or by other nonabrasive means. See a above. Painting of historically unpainted masonry is prohibited.

2. Wood

- a. Painting. 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. 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.

3. Metals

- a. Cleaning. 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.
 - b. Painting and Coating. 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.
- C. **Building Features and Systems**
 1. Drainage. Materials and features shall be protected and maintained by ensuring that drainage features and systems that divert rainwater from surfaces (such as roof overhangs, gutters and downspouts) are intact and functioning properly. Provide proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features or runoff onto unprotected surfaces below.
 2. **Roofs**
 - a. Roof Systems. Roof drainage systems including gutters, downspouts, and flashing shall be protected maintained in functional and operational condition.
 - b. Painting and Coating. Roofing material that requires a protective coating and was painted historically (such as a terneplate metal roof or gutters) shall be repainted as part of regularly-scheduled maintenance with a compatible paint coating system following proper surface preparation.
 3. **Exterior Walls**
 - a. The materials shall be maintained as noted in section B above.
 - b. Vegetation growing directly to building walls and roofs is prohibited. Vegetation supported by trellises may be approved.
 4. **Windows**
 - a. Appearance and Operation. Historic windows visible from the street shall be retained and preserved. 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.
 5. **Entrances & Porches**
 - a. General. Entrances and porches and their functional and decorative features shall be identified, retained, and preserved including those that are important in defining the overall historic character of the building, that is historic to the structure, or dates to the period of significance of the district. 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.

- b. Materials. 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.

D. Building Site

- 1. Features. The historic relationship between buildings and the landscape shall be retained. Graveling or mulching the majority of the front yard is visually obtrusive and is prohibited.
- 2. Drainage and Ground Disturbance. 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, archaeological resources, other cultural or religious features, or burial grounds.
- 3. Grounds. Important landscape features shall be preserved through regularly-scheduled maintenance of historic plant material. Continued protection and maintenance of buildings and landscape features on the site shall be provided through appropriate grounds and landscape management.

II. **Standards for the Review for Repairs.**

When the scope of a project exceeds normal on-going maintenance and a limited amount of repair of any exterior element is necessary, this section provides standards for building repair. Work beyond the level generally described below shall be considered an alteration and be governed by the Standards for Alterations section.

A. General

- 1. Materials and Features. Materials and features shall be repaired by patching, splicing, consolidating, or otherwise reinforcing using recognized conservation and preservation methods for the material or feature needing repair. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components when there are surviving prototypes. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities. Repaired areas and features should blend seamlessly with the adjacent areas and features.

B. Building Materials

1. Masonry

- a. Repointing and Mortar. 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. Repointing mortar shall duplicate the strength, composition, color, texture, width, and profile of the historic mortar joints.

- b. Stucco and Concrete. Stucco and Concrete shall be repaired by removing the damaged material and patching with new material that duplicates the old in strength, composition, color, and texture.
 - 2. Wood
 - a. Deteriorated wood surfaces may be repaired with epoxy or Dutchman repairs.
- C. Building Features & Systems
 - 1. Roofs.
 - a. General. 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.
 - b. Partial Replacement. Missing or damaged roofing tiles or slates shall be replaced rather than replacing large sections of the roof covering.
 - 2. Windows.
 - a. General. 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.
 - b. Storm Windows. Storm windows shall be painted or otherwise coated to match the color of the window; mill finish or anodized aluminum is prohibited.
 - 3. Entrances & Porches
 - a. Materials and Components. 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. Building Site
 - 1. Features. 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).

III. Standards for the Review for Alterations.

Alterations are defined as any change, addition or modification to an improvement or grading. Alterations are considered as any changes to any portion of the exterior of a building or site that replaces existing materials or changes its appearance. This section provides standards for building alterations.

- A. General
 - 1. Materials and Features. Materials and features and decorative ornament and other details, shall be identified, retained, and preserved. Alterations shall not change the character or appearance of the building. The removal of features on elevations visible from the street is prohibited. The materials and features shall be similar in

design, color, scale, architectural appearance, and other visual qualities. Areas and features that have been altered shall blend seamlessly with the adjacent areas and features. The introduction of conjectural features such as flower boxes, shutters, weather vanes is prohibited.

2. Replacement. Entire features may be replaced in kind if 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. 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 Materials

1. Masonry

- a. Replacement. For the replacement of stones or brick, large areas of stucco or concrete, see General above. Covering masonry with stucco or exterior insulation and finish systems (EIFS) is prohibited.

2. Wood

- a. Re-siding. Re-siding with siding that replicates the historic siding in profile exposure and detail is preferred. The replacement siding shall imitate the original siding within 1 inch of historic exposure. Re-siding with asbestos, wide clapboards over six (6) 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. In the event of partial replacement, transitions from historic wood siding to replacement siding shall occur at corners or transitions in the building 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. Where more than one layer of siding exists on the structure, all layers except the first must be removed prior to re-siding. All trim must project beyond the face of the siding. If insulation is applied under the new siding, all trim must be built up while exactly duplicating profiles and dimensions of existing trim and ornament, so it projects beyond the face of the siding to the same extent it did with the historic siding. Wrapping of trim and ornament is prohibited.

3. Metals

- a. Replacement. For the replacement of metal work, panels and other metal features, see General above.

C. Building Features & Systems

1. Roofs. 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.
 - a. Form. 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. Materials. 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 by 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 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 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.
 - c. Vents. 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.
 - d. Skylights. 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.
2. Windows. 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.
- a. Storm Windows. 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.
 - b. Glass. 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 rehabilitate 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 rehabilitation of windows if the glazing manufacturer's specification or cut sheet is provided to the Preservation Planner. Colored glass shall be used to rehabilitate stained glass windows. Patterned glass may be used for privacy in bathrooms.

- c. Replacement. 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. Compatible replacement materials may include wood, aluminum clad wood, and steel. Aluminum windows may be allowed on non-residential buildings. 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. Original decorative windows shall be repaired and retained.
- d. Filling Openings. A limited number of 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 wall and shall be inset at least one inch from the face of the wall to retain the original opening pattern and size. Filling in historic/original openings in masonry walls above the foundation level visible from the street is prohibited.
- e. Sill Height. The sills of historic window openings on elevations not visible from the street may be raised to serve bathrooms and kitchens. Infilling at the head or jambs is prohibited. The treatment of the window opening shall retain the original opening pattern and size. The reconfigured openings and the windows in them should be compatible with the overall design of the building. The new openings shall have 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. The new window shall have similar glass and muntin dimensions as adjacent windows. An infill panel shall be provided on the exterior below the raised sill height to the existing sill.
- f. New Window Openings. New window openings where none previously existed on elevations not visible from the street may be added. The new openings and the windows in them should be compatible with the overall design of the building. 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, the new window opening shall be single or pairs of window openings. New window openings containing multiple windows where none previously existed are prohibited.

3. Doors

- a. Entrance Doors. Historic/original entrance doors or those dating from the period of significance and those that blend with the historic character of the structure, 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. 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. Storm Doors. 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.
- c. New Openings. 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.
- d. Garage Doors. Garage doors shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district. Faux hardware and arched glass panels on new garage doors are prohibited.

4. Entrances & Porches

- a. Replacement. An entire entrance or porch that is too deteriorated to repair 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.
- b. Porch Elements. 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.

- c. Enclosing Porches. Porches on elevations visible from the street may have wood-framed screens or storm windows similar in proportion to windows on the structure installed 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. Enclosing porches visible from the street with solid walls is prohibited. Enclosing porches not visible from the street with solid low walls that relate to railing heights and windows above while maintaining architectural details that convey the original porch may be allowed.
 - d. Balconies and Decks. – See Porch Elements above related to treatment of railings, lattice, and stair components.
4. Chimneys
- a. Removing a chimney visible from the street or altering its appearance is prohibited.
5. Mechanical and Electrical Systems
- a. Mechanical Equipment. Mechanical and service equipment shall be installed so that it is as unobtrusive as possible and does not damage or obscure character-defining historic features. Mechanical equipment visible from the street is prohibited.
 - b. Solar Systems. 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.
 - c. Split Systems. 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 elevations not visible from the street. Split system mechanical units on elevations visible from the street are prohibited.

- d. Rooftop Equipment. 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
- e. Air Conditioning Compressors. Air conditioning compressors, not including window units, 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.
- f. General Equipment. 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.
- g. Electrical and Lighting. Decorative light fixtures shall replicate the original in style and placement and should not read as faux or overly ornamental. More contemporary lighting styles may be considered if they are simple in style and design. Security light fixtures shall be installed so that they are as unobtrusive as possible and do not damage or obscure character-defining historic features. Exterior mounted conduit on elevations visible from the street is prohibited.

D. Building Site

- 1. Grounds. The historic relationship between buildings and the landscape shall be retained. Graveling and/or mulching the entire front yard is visually obtrusive and is prohibited.
- 2. Security Features. Protective fencing, bollards, and stanchions that are as unobtrusive as possible may be installed on a building site, when necessary for security.
- 3. Fences and Walls. Chain link and rustic style fences, such as rough sawn wood or split rails, are prohibited in the front yard. For retaining walls visible from the street, 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 the Landmarks Commission for approval.

D. Code Required Work

- 1. Accessibility.
 - a. Solutions to meet accessibility requirements that preserve significant historic features and 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.
 - b. 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.

- c. 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.
 - d. 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.
 - e. 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.
 - f. A lift shall be installed as inconspicuously as possible when it is necessary to locate it on an elevation visible from the street.
2. Life Safety
- a. 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.
 - b. Building materials shall be removed only after testing has been conducted to identify hazardous materials and using only the least damaging abatement methods.
 - c. 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.
 - d. 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.