City Council Introduction: **Monday**, April 21, 2008
Public Hearing: **Monday**, April 28, 2008, at **5:30** p.m. Bill No. 08-47

FACTSHEET

TITLE: **CHANGE OF ZONE NO. 08013 HP,** requested by the Sigma Chi Building Association, to designate the Sigma Chi Fraternity House located at 1510 Vine Street, as a Historic Landmark.

STAFF RECOMMENDATION: Approval.

SPONSOR: Planning Department

BOARD/COMMITTEE: Planning Commission
Public Hearing: 04/09/08
Administrative Action: 04/09/08

RECOMMENDATION: Approval (8-0: Larson, Taylor, Sunderman, Esseks, Gaylor Baird, Cornelius, Francis and Carroll voting 'yes').

FINDINGS OF FACT:

1. The Sigma Chi Fraternity House anchors the north edge of the Greek Row Historic District and is an excellent sample of a Period Revival (Tudor) design by Davis & Wilson, a leading local architectural firm.

2. The staff recommendation to approve this Landmark designation is based upon the "Analysis" as set forth on p.3, concluding that designation of the Sigma Chi Fraternity House as a Landmark appears to be consistent with the Comprehensive Plan and with Chapter 27.57 of the Zoning Code (Historic Preservation District). The staff presentation is found on p.5.

3. There was no testimony in opposition.

4. The Historic Preservation Commission held public hearing on this request on February 21, 2008, and unanimously recommended that the Sigma Chi Fraternity House be recognized as a Lincoln Landmark for its architectural character and unique presence on the City Campus.

5. The Preservation Guidelines are found on p.14-24.

6. On April 9, 2008, the Planning Commission agreed with the staff recommendation and voted 8-0 to recommend approval.

FACTSHEET PREPARED BY: Jean L. Preister **DATE**: April 15, 2008

REVIEWED BY:_____ **DATE**: April 15, 2008

REFERENCE NUMBER: FS\CC\2008\CZ.08013HP

LINCOLN/LANCASTER COUNTY PLANNING STAFF REPORT

P.A.S.: Change of Zone #08013HP
Landmark Designation

DATE: March 26, 2008

SCHEDULED PLANNING COMMISSION MEETING: April 9, 2008

PROPOSAL: The Sigma Chi Building Association requests landmark designation for the Sigma Chi Fraternity House at 1510 Vine Street.

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

RECOMMENDATION: Approval

GENERAL INFORMATION:

LEGAL DESCRIPTION: East 10 feet of Lot 20 and all of Lots 17-19, Block 2, North Side Addition, in the southwest quarter of Section 24-10-6, Lancaster County, Nebraska.

LOCATION: North side of Vine Street between 14th and 16th Streets.

EXISTING ZONING: R-7 Residential District.

SIZE: 19,680 square feet, more or less.

EXISTING LAND USE: Fraternity House.

SURROUNDING LAND USE AND ZONING: R-7 residential to east and southeast, occupied by fraternity and sorority houses; P Public Use to the north, south, and west, occupied by University of Nebraska facilities.

HISTORY: Sigma Chi Fraternity House was designed by Davis and Wilson, architects, and built in 1931. Additions to the west in 1946 and east in 1965 are very compatible with the original design. The house was included as a contributing property in the "Greek Row Historic District" on the National Register of Historic Places in 1997.

UTILITIES: This area is served by all City utilities.

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

AESTHETIC CONSIDERATIONS:
The Sigma Chi Fraternity House anchors the north edge of the Greek Row Historic District and is an excellent example of a Period Revival (Tudor) design by Davis & Wilson, a leading local architectural firm.

ALTERATIVE USES:
Landmark designation does not change the permitted uses in the R-7 District.

ANALYSIS:

1. Lincoln Municipal Code, section 27.57.120 provides for designation of landmarks that are *"Associated with events, person, or persons who have made a significant contribution to the history, heritage, or culture of the City of Lincoln, the County of Lancaster, the State of Nebraska, or the United States*" or that "*Represent a distinctive architectural style or innovation...*"

2. The Historic Preservation Commission held a public hearing on this matter and voted unanimously to recommend that the Sigma Chi Fraternity House be recognized as a Lincoln Landmark for its architectural character and unique presence on the City Campus.

3. Preservation guidelines for the proposed landmark are attached. They are based on the typical landmark guidelines for "Greek" chapter houses in the vicinity

4. The 2030 Comprehensive Plan includes a strategy to "Continue efforts to inventory, research, evaluate and celebrate the full range of historic resources throughout Lancaster County, collaborating with individuals, associations, and institutions, and designating landmarks and districts through the local preservation ordinance and the National Register of Historic Places."

Prepared by:

Edward F. Zimmer, Ph. D.
Historic Preservation Planner
441-6360
ezimmer@lincoln.ne.gov

APPLICANT: Historic Preservation Commission and
Sigma Chi Building Association
P. O. Box 95141
Lincoln, NE 68510
(402)423-0430

OWNER: Sigma Chi Building Association.

CONTACT: Gerry Dimon
6615 Old Cheney Road
Lincoln, NE 68516
(402)423-0430

CHANGE OF ZONE NO. 08012 HP,
CHANGE OF ZONE NO. 08013 HP
and
CHANGE OF ZONE NO. 08014 HP

PUBLIC HEARING BEFORE PLANNING COMMISSION: April 9, 2008

Members present: Larson, Taylor, Sunderman, Esseks, Gaylor Baird, Cornelius, Francis and Carroll.

Ex Parte Communications: None.

Staff presentation: **Ed Zimmer of the Planning Department** gave the presentation on these three different applications and three different properties, all applying for landmark designation under Chapter 27.57 of the zoning code. Each of these properties are seeking designation for the purpose of fund-raising and tax deductibility.

Change of Zone No. 08012 HP, involves the Lewis Syford house located at 700 N. 16th Street, owned by Nebraska State Historical Society Foundation, which intends to convey this property to others. The landmark designation will add protection for the property in the future. There are two outbuildings in the rear of the property. This property is important and unique and is on the National Register of Historic Places.

Change of Zone No. 08013 HP, involves the Sigma Chi Fraternity House located at 1510 Vine Street, and is typical of what we have seen in the Greek Row area of fraternity and sorority houses. This whole area on R Street was designated in the National Register of Historic Places in 1977, giving it recognition and a certain measure of protection, but it does not give additional city protection without the landmark designation. The Sigma Chi house was built in 1931, with additions in 1946 and l965.

Change of Zone No. 08014 HP, involves the Phi Kappa Psi Fraternity House located at 1548 S Street. It was built in 1917, the earliest by several years of any of the Greek houses built for Greek Chapter houses in the proximity of the University. It was listed in the National Register of Historic Places in 1977. It is a red brick house which has been painted white. It has had some additions, but the 1917 property is still visible and in place with mantel pieces and the main staircase on the interior.

All of these landmarks are being recommended by the Historic Preservation Commission.

Esseks asked Zimmer to summarize the advantage to the public and community at large that is achieved by landmark designations. Zimmer suggested that it recognizes and celebrates a unique element of Lincoln's heritage, and by cooperating with these houses and their fund-raising efforts, the landmark designation gives these properties a level of supervision.

There was no testimony in opposition.

CHANGE OF ZONE NO. 08012 HP
ACTION BY PLANNING COMMISSION: April 9, 2008

Larson moved approval, seconded by Francis.

Carroll believes the landmark designation is important from a planning standpoint and preserving the city's landmarks gives good status to the historic part of the city. He appreciates that the city is helping the foundations to do this.

Motion for approval carried 8-0: Larson, Taylor, Sunderman, Esseks, Gaylor Baird, Cornelius, Francis and Carroll voting 'yes'. This is a recommendation to the City Council.

CHANGE OF ZONE NO. 08013 HP
ACTION BY PLANNING COMMISSION: April 9, 2008

Larson moved approval, seconded by Francis.

Carroll believes the landmark designation is important from a planning standpoint and preserving the city's landmarks gives good status to the historic part of the city. He appreciates that the city is helping the foundations to do this.

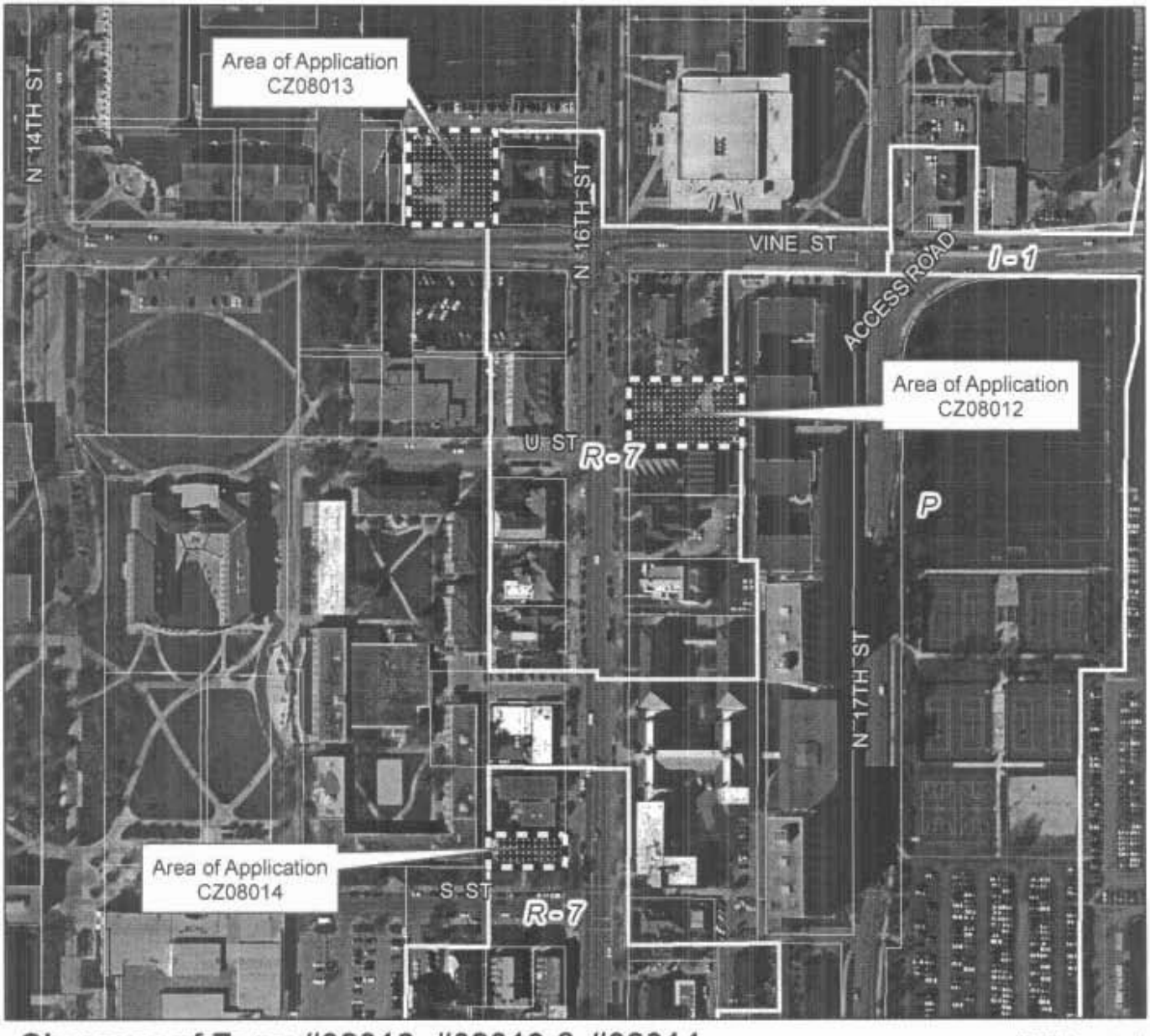
Motion for approval carried 8-0: Larson, Taylor, Sunderman, Esseks, Gaylor Baird, Cornelius, Francis and Carroll voting 'yes'. This is a recommendation to the City Council.

CHANGE OF ZONE NO. 08014 HP
ACTION BY PLANNING COMMISSION: April 9, 2008

Larson moved approval, seconded by Francis.

Carroll believes the landmark designation is important from a planning standpoint and preserving the city's landmarks gives good status to the historic part of the city. He appreciates that the city is helping the foundations to do this.

Motion for approval carried 8-0: Larson, Taylor, Sunderman, Esseks, Gaylor Baird, Cornelius, Francis and Carroll voting 'yes'. This is a recommendation to the City Council.



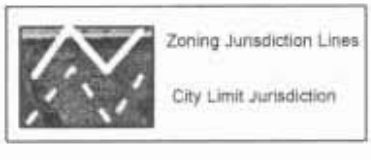
Changes of Zone #08012, #08013 & #08014
Historic Landmark Designation
N 16th St & S - Vine Streets

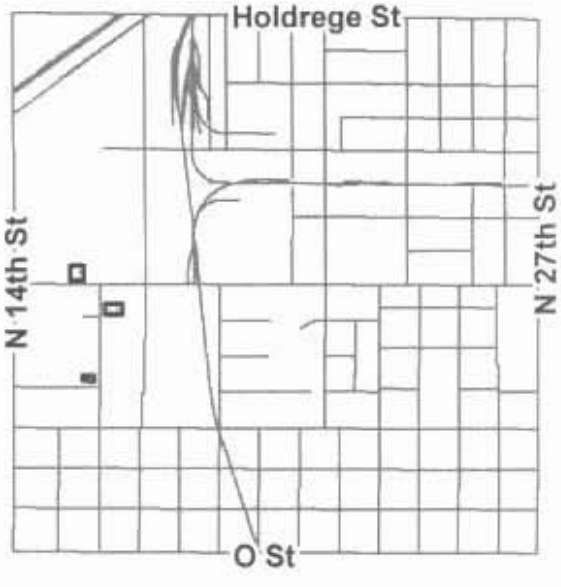
2007 aerial

Zoning:

One Square Mile
Sec. 24 T10N R06E

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





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

1. NAME
   Historic **Sigma Chi Fraternity House**
   and/or Common
   NeHBS Site #**LC13:D10-526**

2. LOCATION
   Address **1510 Vine Street**

3. CLASSIFICATION

Proposed Designation	Category	
__Landmark District	__district	__site
XX Landmark	X building(s)	__object
	__structure	

Present Use
X educational X other/residential (Fraternity House)

4. OWNER OF PROPERTY
   Name **Sigma Chi Building Co.**
   Address **P. O. Box 95141, Lincoln, NE 68508**

5. GEOGRAPHICAL DATA

   Legal Description

   The east 10 feet of Lot 20 and all of Lots 17-19, Block 2, North Side Addition, Lincoln, Lancaster County, Nebraska.

   Number of Acres or Square Feet: **(more or less)**

   19680 square feet, more or less.

6. REPRESENTATION IN EXISTING SURVEYS

   Title *Historic and Architectural Site Survey of Lincoln, Nebraska* **and**
   Nebraska Historic Building Survey

   Date 1996/on-going X State __County X Local

   Depository for survey records

   Lincoln/Lancaster County Planning Dept., 555 S. 10th Street

   City **Lincoln** State **Nebraska**

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

_X_ yes, date listed 1997, with Greek Row Historic District

7 DESCRIPTION AND HISTORY

Condition

__excellent	__deteriorated	__unaltered	_X_ original site
_X_ good	__ruins	_X_ altered __moved	date___
__fair	__unexposed		

DESCRIPTION:

Sigma Chi is a two-and-one-half story, brick structure in the Tudor Revival style. The original house included a tall facade gable with stucco and half-timbering in the gable end, echoed by a smaller gable at the centered entrance. The ground floor of the entrance pavilion is limestone with brick trim. The left (west) side has an end wall gable and two dormers in the front pitch of the steep, slate-covered roof.

In 1946 a 3-story addition was made to the west end. It is slightly lower than the original construction but replicates the materials and details closely.

The Cornhusker (NU yearbook), 1932

2008

A final, major addition was made to the house in 1965, extending the structure four bays to the east. Again, the materials and details of the original were replicated, but the wing was designed at one-and-one-half stories to be subordinate to the original

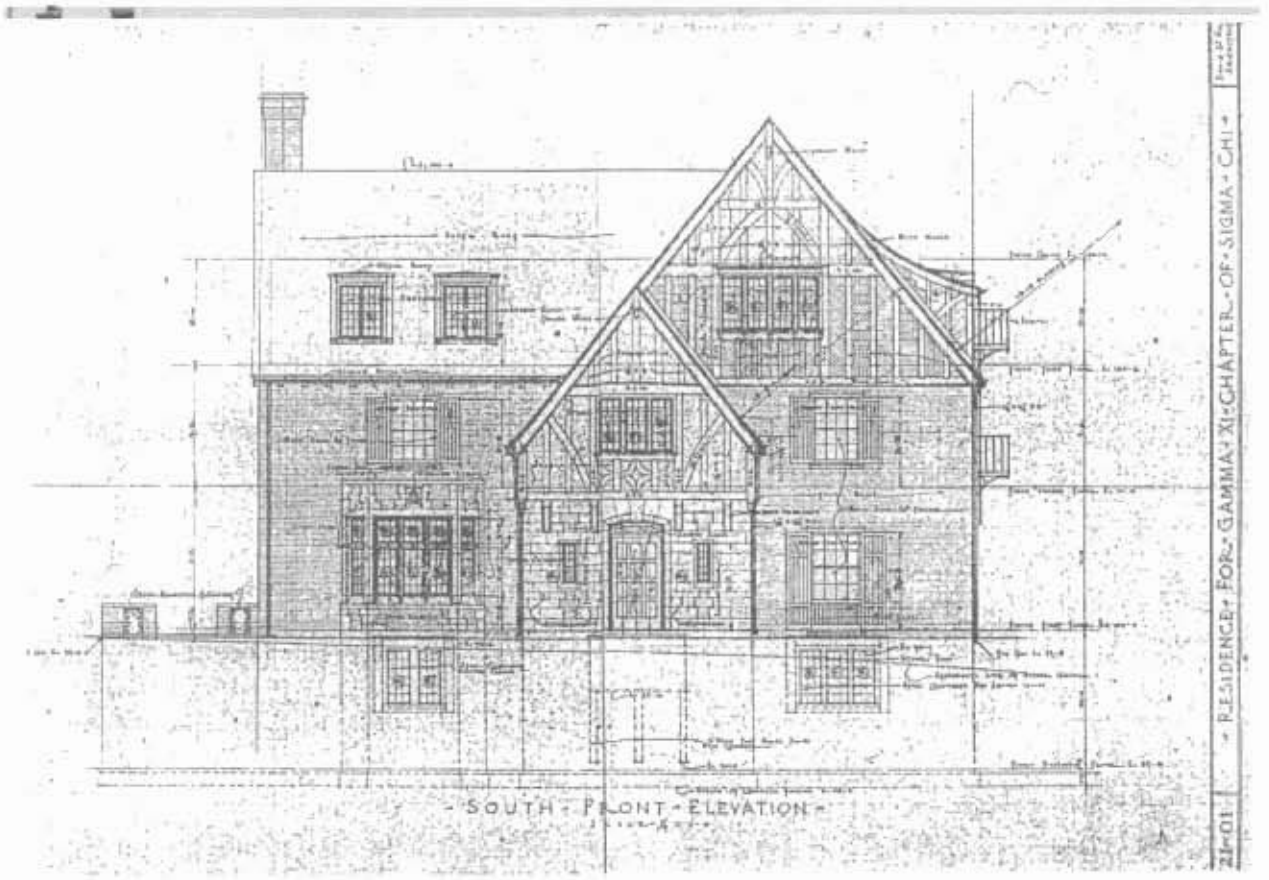
building.

Significant interior elements (all on the first story)include an entry hall with main staircase, a parlor with fireplace to the west, a study room in the west addition, and a small parlor to the east of the entry hall.

Main staircase and entry hall, east small parlor, 2008

Main parlor and firepla ce detao:. 2008.

West study "porch," 2008.



South elevation of Sigma Chi, 1931. Davis & Wilson, architects

HISTORY:

The University of Nebraska chapter of Sigma Chi fraternity was organized in 1883. They were one of the later houses to build a new facility in the Greek Row area, constructing their house on Vine Street in 1931. Davis & Wilson designed this house and six others in the district. Olson Construction

Co. was the builder and the estimated cost of construction was $32,000. Davis & Wilson also designed the very compatible west addition in 1946. Woodrow Hull added the sensitive east extension in 1965. While prominently located, the additions maintain the style and materials of the handsome original design very successfully.

8. SIGNIFICANCE

Period	Areas of Significance-Check and justify	
X 1900-	X architecture	X education

Specific dates: 1931, 1946, 1965

Builder/Architect: Olson Construction/Davis & Wilson; additions by Davis & Wilson & Woodrow Hull

Statement of Significance:

Sigma Chi Fraternity House is an exemplary Tudor Revival design by the leading Lincoln architects Davis & Wilson. It also demonstrates remarkable skill in expanding the original design without compromising the original design intent of an historic building.

9. STANDARDS FOR DESIGNATION

(Check one(s) that apply)

X Represents a distinctive architectural style or innovation, or is the work of a craftsman whose individual work is significant in the development of the City of Lincoln, the County of Lancaster, the State of Nebraska, or the United States; or

10. MAJOR BIBLIOGRAPHICAL REFERENCES

"Greek Housing District of the University of Nebraska-Lincoln," a National Register nomination by Justin Van Mullem, 1997.

Lincoln City Directories.

The Cornhusker, 1932, University of Nebraska yearbook.

City of Lincoln Building permits 20001 (1931), 35281 (1946), and 90819 (1965).

11. FORM PREPARED BY:

Name/Title: Ed Zimmer, Historic Preservation Planner

Organization: Lincoln/Lancaster County Planning Dept. Date Submitted: 2/15/08

Street & Number: 555 S. 10th Street Telephone: (402)441-6360

City or Town: Lincoln State: Nebraska, 68508

Signature_____

FOR HISTORIC PRESERVATION COMMISSION USE ONLY:

DATE LANDMARK/LANDMARK DISTRICT DESIGNATED

LANDMARK/LANDMARK DISTRICT NUMBER

Q:\HPC\LMARKS\Greeks\SigmaChiAPP.wpd

Approved:

*City Council*_____
(date)

PRESERVATION GUIDELINES FOR
Sigma Chi House
1510 Vine Street

1. Architectural Review of Landmark:

a. Photographs: On file in Planning Department.
b. Important architectural features:
Exterior: 2 ½ story height, brick veneer with half-timbering, stucco and limestone trim, slate roof, doors and windows.
Interior: Entrance hall and stairs, small east parlor, larger west parlor, west study porch.
c. Important landscape features: south lawn.
d. Architectural style and date: Tudor Revival, 1931
e. Additions and modifications: Well-designed (west) addition of 1946 and well-designed east addition of 1965., 3rd floor modifications of 1967

2. Notice of Work Needing Certificate:

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

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

4. Interior work involving the listed interior spaces (see 1.b).

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

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

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

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

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

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

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

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

1. Every reasonable effort shall be made to provide a compatible use for a property whieh requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.

2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historie material or distinctive architectural features should be avoided when possible.

3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and whieh seek to create an earlier appearance shall be discouraged.

4. Changes which may have taken place in the coursc of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this signifieance shall be recognized and respected.

5. Distinctive stylistie features or examples of skilled craftsmanship which charactcrize a building, structure, or site shall be treated with sensitivity.

6. Deteriorated arehitectural features shall be repaired rather than replaced, wherever possible. In the event replaeement is necessary, the new material should match the material being replaced in eomposition, design, color, texture, and other visual qualities. Repair or replacement of missing architeetural features should be physieal, based on accurate duplications of features, substantiated by historie, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or struetures.

7. The surface cleaning of struetures shall be undertaken with the gentlest means possible. Sandblasting and other eleaning methods that will damage the historic building material shall not be undertaken.

8. Every reasonable effort shall be made to proteet and preserve archeological resources affected by, or adjaeent to any project.

9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, eolor, material, and character of the property, neighborhood or environment.

10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future the essential form and integrity of the strueture would be unimpaired.

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

THE ENVIRONMENT

Recommended	Not Recommended
Retaining distinctive features such as the size, scale, mass, color, and materials of buildings, including roofs, porches, and stairways that give a neighborhood its distinguishing character.	Introducing new construction into neighborhoods that is incompatible with the character of the district because of size, scale, color, and materials.
Retaining landscape features such as parks, gardens, street lights, signs, benches, walkways, streets, alleys and building set-backs that have traditionally linked buildings to their environment.	Destroying the relationship of buildings and their environment by widening existing streets, changing paving material, or by introducing inappropriately located new streets and parking lots that are incompatible with the character of the neighborhood.
Using new plant materials, fencing, walkways, street lights, signs and benches that are compatible with the character of the neighborhood in size, scale, material and color.	Introducing signs, street lighting, benches, new plant materials, fencing, walkways and paving materials that are out of scale or inappropriate to the neighborhood.

BUILDING SITE

Recommended	Not Recommended
Identifying plants, trees, fencing, walkways, outbuildings, and other elements that might be an important part of the property's history and development.	
Retaining plants, trees, fencing, walkways, street lights, signs, and benches that reflect the property's history and development.	Making changes to the appearance of the site by removing old plants, trees, fencing, walkways, outbuildings, and other elements before evaluating their importance in the property's history and development.

BUILDING SITE ----- continued

Recommended	Not recommended
Basing decisions for new site work on actual knowledge of the past appearance of the property found in photographs, drawings, newspapers, and tax records. If changes are made, they should be carefully evaluated in light of the past appearanee of the site.	Leaving plant materials and trees in close proximity to the building that may be causing deterioration of the historic fabric.
Providing proper site and roof drainage to assure that water does not splash against building or foundation walls, nor drain toward the building.	

BUILDING: STRUCTURAL SYSTEMS

Recommended	Not Recommended
Recognizing the special problems inherent in the structural systems of historic buildings, especially where there are visible signs of cracking, deflection, or failure.	Disturbing existing foundations with new excavations that undermine the structural stability of the building.
Undertaking stabilization and repair of weakened structural members and systems.	Leaving known structural problems untreated that will cause continuing deterioration and will shorten the life of the structure.
Replacing historieally important structural members only when necessary. Supplementing existing structural systems when damaged or inadequate.	

BUILDING: EXTERIOR FEATURES

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

Recommended*	Not Recommended
Retaining original masonry and mortar, whenever possible, without the application of any surface treatment.	Applying waterproof or water repellent coatings or surface consolidation treatments unless required to solve a specific technical problem

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

	that has been studied and identified. Coatings are frequently unnecessary, expensive, and can accelerate deterioration of the masonry.
Repointing only those mortar joints where there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand in the mortar joint.	Repointing mortar joints that do not need repointing. Using electric saws and hammers to remove mortar can seriously damage the adjacent brick.
Duplicating old mortar in composition, color and texture.	Repointing with mortar of high Portland cement content can often ereate a bond that is stronger than the building material. This can cause deterioration as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.
Duplicating old mortar in joint size, method of application, and joint profile.	Repointing with mortar joints of a differing size or joint profile, texture or color.
Repairing stucco with a stucco mixture that duplicates the original as closely as possible in appearance and texture.	
Cleaning masonry only when necessary to halt deterioration or to remove graffiti and stains and always with the gentlest method possible, such as low pressure water and soft natural bristle brushes.	Sandblasting, including dry and wet grit and other abrasives, brick or stone surfaces; this method of cleaning erodes the surface of the material and accelerates deterioration. Using chemical cleaning produets that would have an adverse chemieal reaction with the masonry materials, i.e., acid on limestone or marble.
Repairing or replacing, where necessary, deteriorated material with new material that duplieates the old as closely as possible.	Applying new material which is inappropriate or was unavailable when the building was construeted, such as artificial brick siding, artificial cast stone or brick veneer.
Replacing missing significant architectural features, such as cornices, brackets, railings, and shutters.	Removing architectural features such as cornices, brackets, railings, shutters, window architraves and doorway pediments.

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

Retaining the original or early color and texture of masonry surfaces, including early signage wherever possible. Brick or stone surfaces may have been painted or whitewashed for practieal and aesthetie reasons.	Removing paint from masonry surfaces indiscriminately. This may subject the building to damage and change its appearance.

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

Wood: Clapboard, weatherboard, shingles and other wooden siding

Recommended	Not Recommended
Retaining and preserving significant architectural features, whenever possible.	Removing architectural features such as siding, cornices, brackets, window architraves, and doorway pediments. These are, in most eases, an essential part of a building's character and appearanee that illustrates the continuity of growth and change.
Repairing or replacing, where necessary, deteriorated material that duplicates in size, shape and texture the old as closely as possible.	Resurfaeing frame buildings with new material that is inappropriate or was unavailable when the building was eonstructed sueh as artificial stone, brick veneer, asbestos or asphalt shingles, and plastie or aluminum siding. Such material can also contribute to the deterioration of the structure from moisture and insects.

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

Recommended	Not Recommended
Retaining original material, whenever possible.	Removing arehitectural features that are an essential part of a building's eharacter and appearanee, illustrating the continuity of growth and change.

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

Cleaning when necessary with the appropriate method. Metals should be cleaned by methods that do not abrade the surface.	Exposing metals whieh were intcndcd to be protected from the environment. Do not use cleaning methods which alter the color, texture, and tone of the metal.

Roofs and Roofing

Recommended	Not Recommended
Preserving the original roof shape.	Changing the essential character of the roof by adding inappropriate features such as dormer windows, vents, or skylights.
Retaining the original roofing material, whenever possible.	Applying new roofing material that is inappropriate to the style and period of the building and neighborhood.
Providing adequate roof drainage and insuring that the roofing materials provide a weather-tight covering for the structure.	
Replaeing deteriorated roof coverings with new material that matches the old in composition, size, shape, color, and texture.	Replacing deteriorated roof coverings with new materials that differ to such an extent from the old in composition, size, shape, color, and texture that the appearance of the building is altered.
Preserving or replacing, where necessary, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting, and weather vanes.	Stripping the roof of architectural features important to its character.

Windows and Doors

Recommended	Not Recommended
Retaining and repairing existing window and door openings including window sash, glass, lintels, sills, arehitraves, shutters, doors, pediments, hoods, steps, and all hardware	Introducing new window and door openings into the principal elevations, or enlarging or reducing window or door openings to fit new stock window sash or new stock door sizes.

Windows and Doors ----- Continued

	Altering the size of window panes or sash. Such changes destroy the scale and proportion of the building.
Duplicating the material, design, and the hardware of the older window sash and doors if new sash and doors are used.	Installing inappropriate new window or door features such as aluminum storm and screen window insulating glass combinations that require the removal of original windows and doors.
Installing visually unobtrusive storm windows and doors, where needed, that do not damage existing frames and that can be removed in the future.	Installing plastic, canvas, or metal strip awnings or fake shutters that detract from the character and appearance of the building.
Using original doors and door hardware when they can be repaired and reused in place.	Discarding original doors and door hardware when they can be repaired and reused in place.

Entrances, Porches, and Steps

Recommended	Not Recommended
Retaining porches and steps that are appropriate to the building and its development. Porches or additions reflecting later architectural styles are often important to the building's historical integrity and, wherever possible, should be retained.	Removing or altering porches and steps that are appropriate to the building's development and style.
Repairing or replacing, where necessary, deteriorated architectural features of wood, iron, cast iron, terra cotta, tile, and brick.	Stripping porches and steps of original material and architectural features, such as handrails, balusters, columns, brackets, and roof decoration of wood, iron, cast iron, terra cotta, tile and brick.
	Enclosing porches and steps in a manner that destroys their intended appearance.

Exterior Finishes

Recommended	Not Recommended
Discovering the historic paint colors and finishes of the structure and repainting with those colors to illustrate the distinctive character of the property.	Removing paint and finishes down to the bare surface; strong paint strippers whether chemical or mechanical can permanently damage the surface. Also, stripping obliterates evidence of the historical paint finishes.
	Repainting with colors that cannot be documented through research and investigation to be appropriate to the building and neighborhood.

NEW CONSTRUCTION

Recommended	Not Recommended
Keeping new additions and adjacent new construction to a minimum, making them compatible in scale, building materials, and texture.	
Designing new work to be compatible in materials, size, scale, color, and texture with the earlier building and the neighborhood.	Designing new work which is incompatible with the earlier building and the neighborhood in materials, size, scale, and texture.
Using contemporary designs compatible with the character and mood of the building or the neighborhood.	Imitating an earlier style or period of architecture in new additions, except in rare cases where a contemporary design would detract from the architectural unity of an ensemble or group. Especially avoid imitating an earlier style of architecture in new additions that have a completely contemporary function such as a drive-in bank or garage.
	Adding new height to the building that changes the scale and character of the building. Additions in height should not be visible when viewing the principal facades.
	Adding new floors or removing existing floors

	that destroy important architectural details, features and spaces of the building.
Protecting architectural details and features that contribute to the character of the building.	
Placing television antennas and mechanical equipment, such as air conditioners, in an inconspicuous location.	Placing television antennas and mechanical equipment, such as air conditioners where they can be seen from the street.

MECHANICAL SYSTEMS: Heating and Air Conditioning, Electrical, Plumbing, Fire Protection

Recommended	Not Recommended
Installing necessary mechanical systems in areas and spaces that will require the least possible alteration to the structural integrity and physical appearance of the building.	Causing unnecessary damage to the plan, materials, and appearanee of the building when installing mechanical system.
Utilizing early mechanical systems, including plumbing and early lighting fixtures, where possible.	Attaching exterior electrical and telephone cables to the principal elevations of the building.
Installing the vertical runs of duets, pipes, and cables in closets, serviee rooms, and wall cavities.	Installing the vertical runs of ducts, pipes, and cables in places where they will be a visual intrusion.
	Concealing or "making invisible" mechanical equipment in historic walls or ceilings. Frequently this concealment requires the removal of historic fabric.
	Installing "dropped" acoustical ceilings to hide mechanical equipment. This destroys the proportions and character of the rooms.
Insuring adequate ventilation of attics, erawlspaces, and cellars to prevent moisture problems.	Installing foam, glass fiber, or cellulose insulation into wall cavities of either wooden or masonry construction. This has been found to cause moisture problems when there is no adequate moisture barrier.
Installing thermal insulation in attics and in unheated cellars and crawlspaces to conserve energy.	