

# 11.0 Definitions

**Arch:** A curved structure for spanning an opening.

**Architectural façade:** The façade distinguished by the primary architectural features or detail.

**Asymmetrical:** Having no balance or symmetry.

**Awnings:** A canopy made of canvas to shelter people or things from rain or sun.

**Balcony:** An elevated platform projecting from the wall of a building, usually enclosed by a parapet or railing.

**Baluster:** Any of a number of closely spaced supports for a railing.

**Balustrade:** A railing with supporting balusters.

**Barge Boards (verge boards):** A board, often carved, attached to the projecting end of a gable roof.

**Battered:** Sloping, as of the outer face of a wall, that recedes from bottom to top.

**Bay:** A part of a building marked off by vertical or transverse details.

**Bay window:** A window or series of windows projecting outward from the main wall of a building and forming a bay or alcove in a room within.

**Belfry:** A bell tower.

**Blockface:** The architectural setting formed by the conjunction of all the buildings in a block.

**Board and Batten:** Siding application where the vertical joints are covered with narrow strips of wood.

**Boxed Cornice:** A slightly projecting, hollow cornice of boards and moldings, nailed to rafters.

**Bracket:** A support projecting horizontally diagonally from a wall to bear the weight of a cantilever or for decorative purposes.

**Box (built-in) gutter:** A gutter built into the slope of the roof, above the cornice.

**Cantilevered:** Horizontal element of a structure supported by horizontal, not vertical, structural members.

**Canopy:** Projecting element, usually over a façade opening, as if to provide shelter.

**Casement:** A window sash opening on hinges generally attached to the upright side of the window frame.

**Clapboard:** A long, thin board with one edge thicker than the other, laid horizontally as bevel siding.

**Clerestory window:** Ribbon windows on the portion of an interior rising above adjacent rooftops.

**Clinker brick:** A very hard burned brick whose shape is distorted, knobby or bloated.

**Column:** A rigid, relatively slender vertical structural member, freestanding or engaged.

**Coping:** The top layer or course of a masonry wall, usually having a slanting upper surface to shed water.

**Corbels:** A stepped projection from a wall, usually masonry.

**Cornice:** A continuous, molded projection that crowns a wall.

**Crown:** The highest portion of an arch, including the keystone.

**Cupola:** A domelike structure surmounting a roof or dome, often used as a lookout or to admit light and air.

**Dentil:** Simple, projecting, tooth-like molding.

**Dormer:** A projecting structure built out from a sloping roof, usually housing a vertical window or ventilating louver.

**Double-hung window:** A window with two sashes, both of which are operable, usually arranged one above the other.

**Eave:** The overhanging lower edge of a roof.

**Entablature:** The upper section of a building, resting on the columns and constituting the architrave, frieze, and cornice.

**Façade:** The front or any side of a building.

**Fascia:** Any broad, flat horizontal surface, as the outer edge of a cornice or roof.

**Fenestration:** The design, proportioning, and location of windows and other exterior openings of a building.

**Finial:** A sculptured ornament, often in the shape of a leaf or flower, at the top of a gable, pinnacle, or similar structure

**Front Porch:** An open area beneath a roof or contained within a portion of second level overhang, adjoining the front yard and possibly a portion of the side yard.

**Frieze:** A decorative horizontal band, as along the upper part of a wall.

**Glazed:** Filled with a pane of glass.

**Gothic Arch:** A pointed arch reminiscent of those found on Gothic Cathedrals

**Grilles:** A decorative screen, usually of wood, tile, or iron, covering or protecting an opening.

**Half-timbering:** Detail creating the appearance of exposed structural timbers on plaster.

**Keystone:** The wedge shaped detail at the top of an arch.

**Louver:** Fixed or movable horizontal slats for admitting air and light.

**Marquee:** A tall projection above a theatre entrance, often containing a sign.

**Massing:** The unified composition of a structure's volume, affecting the perception of density and bulk.

**Molding:** A slender strip of ornamental material with a uniform cross section and a decorative profile.

**Newel post:** A post supporting one end of a handrail at the top or bottom of a flight of stairs.

**Ogee arch:** An arch formed by two S-shaped curves meeting at a point.

**Oriel:** A bay window supported from below by corbels or brackets.

**Parapet:** A low protective wall at the edge of a terrace, balcony, or above the roof line.

**Patterned Shingles:** Shingles, usually used as a sheathing material, which are cut and arranged so as to form decorative patterns such as fishscales, diamonds, scallops, etc.

**Pedestrian Path:** A hard surface in front of the yard for use by a person to pass from the public area, through the front yard to a building entrance.

**Pediment:** A wide, low-pitched gable surmounting a colonnade, portico, or major bay on a façade.

**Pergola:** An arbor or a passageway of columns supporting a roof of trelliswork on which climbing plants are trained to grow

**Pier:** Vertical structural members.

**Pilaster:** A shallow rectangular projecting feature, architecturally treated as a column.

**Pinnacle:** A small turret or spire on a roof or buttress.

**Porch:** An exterior covered approach or vestibule to a doorway.

**Porte cochere:** A roofed structure covering a driveway to provide shelter while entering or leaving a vehicle.

**Portico:** A vertically proportioned porch having a roof supported by columns.

**Quoin:** An exterior angle of a masonry wall marked by stones or bricks differentiated in size and/or material from adjoining surfaces.

**Rafter:** Any of a series of small, parallel beams for supporting the sheathing and covering of a pitched roof.

**Rafter tail:** Portion of a rafter which projects under the eave.

**Roof:** The roof is the structure extending above the uppermost floor which covers a building. The terms gable and hip refer to the shape of the roof.

**Scale:** Proportionate size judged in relation to an external point of reference.

**Showcase windows:** Large glazed openings designed to showcase merchandise.

**Sidelights:** Vertical windows along the outside of a door.

**Sleeping porch:**

**Soffit:** The underside of an architectural element, such as a beam or cornice.

**Spandrel:** The roughly triangular space between the left or right exterior curve of an arch and the rectangular framework surrounding it.

**Spindles:** Slender architectural ornaments made of wood turned on a lathe in simple or elaborate patterns.

**Spire:** Structure or formation, such as a steeple, that tapers to a point at the top.

**Splay:** An oblique angle or bevel given to the sides of an opening in a wall.

**Stair tower:** A tower articulating the location of the stairway, usually of a residence.

**Stoop:** A raised platform, approached by steps and sometimes having a roof, at the entrance to a house.

**Streetscape:** The pattern and impression created by the combination of visible elements from all lots on a blockface.

**String courses:** A horizontal course of brick or stone flush with or projecting beyond the face of a building, often molded to mark a division in the wall.

**Surround:** The trim, jamb, head, and other decorative elements surrounding an opening.

**Symmetry:** Correspondence of form on opposite sides of a dividing line or plane.

**Terra-Cotta:** Usually red fired clay.

**Terrace:** An open level area or group of areas adjoining a house or lawn.

**Terrazzo:** A poured flooring material, usually comprised of small pieces of stone or glass in a binding medium.

**Tower:** A structure high in proportion to its lateral dimensions, usually forming part of a larger building.

**Transom:** A window, usually operable, above the head of a door.

**Trusses:** A rigid framework, as of wooden beams or metal bars, designed to support a structure, such as a roof.

**Turret:** A structure (frequently curved) high in proportion to its lateral dimensions, forming part of a larger building.

**Tuscan columns:** Very simple columns with no fluting or other embellishment.

**Veranda:** A large, open porch, usually roofed, extending across the front and sides of a house.

**Yard:** An open space other than in a court or on a lot, unoccupied and unobstructed from the ground upward.

**Windows:** A window is an opening in a wall to light and ventilate an enclosed space.

**Window Sash:** One unit of an operable window, including the frame and glazing.

**Wood shingle siding:** A sheathing material composed of overlapping wood shingles.

# APPENDICES

**THE FOLLOWING APPENDICES IS FOR INFORMATIONAL AND REFERENCE USE ONLY. THE DOCUMENTS CONTAINED IN THESE APPENDICES CAN BE CHANGED BY THE DIRECTOR OF PLANNING FOR THE PURPOSES OF UPDATING THE INFORMATION.**

## **APPENDIX A**

# **UNIVERSITY PARK HPOZ HISTORIC RESOURCE SURVEY**

## **APPENDIX B**

# **UNIVERSITY PARK HPOZ BOUNDARY MAP**

## **APPENDIX C**

# **UNIVERSITY PARK HPOZ HISTORIC MOUNMENT LIST**

## **APPENDIX D**

# **HPOZ ORDINANCE #175891 (SECTION 12.20.3 OF THE LAMC)**

## **APPENDIX E**

# **HPOZ PROCESS OVERVIEW**

## PROCESS OVERVIEW

The Historic Preservation Overlay Zone permit process has different levels of review for different types of projects. The following are the four types of project review within an HPOZ. For more information on which review type is appropriate for a certain project, contact City Planning Staff.

1. Certificate of Appropriateness (COA). The Certificate of Appropriateness procedure is the review process required when there is significant work on elements identified as Contributing in the Historic Resources Survey.
2. Certificate of Compatibility (CCMP). The Certificate of Compatibility procedure is for the review of new construction on vacant lots, including building replacement or for demolition and reconstruction for elements identified as Non-Contributing or not listed in the Historic Resources Survey.
3. Conforming Work on Contributing Elements (CWC). Conforming Work on Contributing Elements is a review process for the following types of work:
  - a) Restoration work
  - b) Demolition in response to natural disaster
  - c) Ordinary Maintenance and Repair
  - d) Additions of less than 250 square feet with no increase in height and which are not located within the front yard or street-side yard
  - e) Work on Non-Contributing properties other than building replacement or new construction on vacant lots.
4. Conforming Work on Non-Contributing Elements (CWNC). Conforming Work on Non-Contributing Elements is a review process for the following types of work:
  - a) Relocation of buildings or structures dating from the Preservation Zone's period of significance onto a lot in the Preservation Zone.
  - b) Work that is undertaken solely on an element that is identified as Non-contributing in the Historic Resource Survey, or not listed in the Historic Resource Survey
  - c) Work that does not involve the construction of a new building, or building replacement.
  - d) The relocation of buildings or structures dating from University Park's periods of significance onto a lot designated as a Non-Contributing Element in the zone.

The four permit processes are summarized below. Upon receipt of an application, the HPOZ Planner for the University Park HPOZ will determine if the Project requires a Certificate of Appropriateness, a Certificate of Compatibility, or is eligible for review under Conforming Work for Contributing Elements or Conforming Work for Non-Contributing Elements per Section 12.20.3 (H) of the HPOZ Ordinance.

Choose the applicable permit for the proposed Project and follow the steps to obtain an HPOZ permit from the Department of City Planning. Please consult the HPOZ Ordinance language located in the Appendix of this plan for a better understanding of these requirements.

#### **Conforming Work on Contributing Elements 12.20.3(I)1**

1. Contact Planning Staff. HPOZ Planner schedules project for conformance review and sign-off at next HPOZ Board meeting, unless project is considered exempt.
2. Materials checklist and requirements (See APPENDIX F) are given to applicant by HPOZ Planner.
3. Submit materials checklist and requirements to HPOZ Planner.
4. Project is reviewed by the HPOZ Board at the scheduled meeting. Board reviews for conformity with the Preservation Plan and the HPOZ Ordinance.
5. After conformance review and sign-off, applicant may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply).

#### **Conforming Work on Non-Contributing Elements 12.20.3(J)1**

1. Contact Planning Staff. HPOZ Planner schedules project for conformance review and sign-off at next HPOZ Board meeting.
2. Materials checklist and requirements (See APPENDIX F) are given to applicant by HPOZ Planner.
3. Submit materials checklist and requirements to HPOZ Planner.
4. Project is reviewed by the HPOZ Board at the scheduled meeting. Board reviews for conformance with HPOZ Ordinance.
5. After conformance review and sign-off, applicant may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply).

**Certificate of Appropriateness (COA) 12.20.3 (K)3**

1. Contact Planning Staff. A COA consultation may be scheduled with the HPOZ Board.
2. Consultation (if requested by the applicant), with the HPOZ Board to review project at HPOZ meeting.
3. COA application requirements are given to applicant by HPOZ Planner.
4. Get application and materials authorized by HPOZ Planner for submittal to City Planning Public Counter.
5. HPOZ Planner schedules a Public Hearing, per Section 12.20.3 (L) of the Los Angeles Municipal Code (LAMC) with the HPOZ Board and sends case information to the Cultural Heritage Commission (CHC).
6. COA is reviewed by the HPOZ Board at the scheduled hearing and independently by the CHC. Board and CHC issues recommendations based on Preservation Plan and the HPOZ Ordinance.
7. Director of Planning issues a Director's Determination based on Section 12.20.3(L)3 of the HPOZ Ordinance.
8. Approved projects may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply) after appeal period, if any.

**Certificate of Compatibility (CCMP) 12.20.3(L)3**

1. Contact Planning Staff. A CCMP consultation may be scheduled with the HPOZ Board.
2. Consultation (if requested by the applicant), with the HPOZ Board to review project.
3. CCMP application requirements are given to applicant by HPOZ Planner.
4. Get application and materials authorized by HPOZ Planner for submittal to City Planning Public Counter.
5. HPOZ Planner schedules a Public Hearing, per Section 12.20.3 (M) of the LAMC with the HPOZ Board.
6. Project is reviewed by the HPOZ Board at the scheduled hearing. Board issues recommendation based on the Preservation Plan and the HPOZ Ordinance.
7. Director of Planning issues a Director's Determination based on Section 12.20.3(M)1 of the HPOZ Ordinance.
8. Approved projects may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply) after appeal period, if any.

# APPENDIX F

## FORMS

## **APPENDIX G**

# **SECRETARY OF INTERIOR STANDARDS FOR REHABILITATION**

## **APPENDIX H**

# **UNIVERSITY PARK HPOZ REFERENCE LIST**

**UNIVERSITY PARK HPOZ REFERENCE LIST**

The following documents were used to create the University Park HPOZ Preservation Plan.

This list is for reference use only.

1. Adams Normandie 4321 Architectural Resource Survey
2. Adams Normandie 4321 Architectural Resource Survey Stuart Anderson's survey.
3. St. James Park - Park Grove Historic District National Register

# APPENDIX I

## OTHER HISTORICAL RESOURCES