

## 6.4.7 Additions

### PURPOSE AND INTENT

*You may wish to insert selected applicable graphics from the Commercial Infill section here as appropriate.*

Nothing can alter the appearance of an historic structure more quickly than an ill-planned addition. Additions can not only radically change the appearance of a structure to passersby, but can also result in the destruction of much of the significant historic material in the original structure. New additions within an historic commercial area are appropriate, as long as they do not destroy significant historic features, or materials, and are compatible with both the neighborhood and the building to which they are attached.

Careful planning of additions will allow for the adaptation of historic structures to the demands of the current owner, while preserving their historic character and materials.

### GUIDELINES

- .1 Additions should be located in the rear of the structure whenever possible, away from the main architectural façade.
- .2 Additions should be compatible in size, and scale with the original structure, although subordinate in massing.
- .3 2 story additions to 1 story buildings are strongly discouraged.
- .4 Additions should use similar finish materials and fenestration patterns as the original structure.
- .5 A stucco addition to a brick structure, for example, would be inappropriate.
- .6 Addition roofing forms and materials should echo those of the original structure.
- .7 Rooftop additions should be located to the rear of the structure.
- .8 Additions should be differentiated from the original structure through their details or massing, communicating clearly that the addition is new construction.

## PRESERVATION PLAN WORKSHEET PAGE

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### Notes on text:

*Review these guidelines as you think about those appropriate for your HPOZ area. You may delete those that do not apply or rephrase/reverse them to meet your needs. Additional guidelines may be developed and listed here as well. As you think about appropriate guidelines, it may be helpful to make a separate list of areas of concern regarding work in this section, and then draft a guideline for each item. After doing so, compare your list with those to the left and remove/rephrase/delete/add as appropriate.*

### Additional graphics:



*Clear and specific guidelines will help convey the expectations for specific types of projects within the HPOZ and provide certainty and predictability to the process for both the applicant and project reviewer.*

*When customizing guidelines in this section, please remember that a range of guidelines are listed on these pages to foster discussion and debate regarding the key points. A full assortment of topics and issues are listed, you may wish to cross many out, and add many more. You will find that some may not apply in your HPOZ, and others may be contradictory to those that do. Guidelines that do not apply may be deleted, reversed, or rephrased. General guidelines may be developed in more detail to suit the character of your HPOZ. You may find it helpful to make a list of topics you feel are important, and then draft guidelines to address each one.*

*Make use of a hierarchy of verbs and phrases to convey the general importance of each particular guideline. The use of the words 'are encouraged', 'are strongly discouraged', 'may', 'should', 'shall', etc. indicate how strongly the HPOZ board will, and the applicant should, adhere to a particular guideline. Each guideline listed on the left is only a draft concept, the verbs and phrases can be modified to meet local expectations.*

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### ADMINISTRATIVE PROCEDURES

#### EXEMPTIONS

.1

#### WORK REVIEWED BY PLANNING STAFF

- .1 The review of ordinary maintenance and repair applications as defined in Section 12.20.3.G for work solely within this section shall be delegated to the Director of Planning.

### GENERAL BACKGROUND AND ADVICE TO THE APPLICANT

In planning a new addition to an historic structure, it is necessary to plan carefully so that you can avoid significantly altering the structure's historic character. The impact of an addition on the original building can be significantly diminished by keeping the location and volume of the addition subordinate to the main structure. An addition should never overpower the original building through height or size. The form, design, placement of windows and doors, scale, materials, details, colors, and other features of new additions should be carefully planned for compatibility with the original building.

While an addition should be compatible, the design of the addition should also be slightly differentiated from the original structure. For example, it can be differentiated from the original building through a break in roofline, cornice height, wall plane, materials, or a slight variation in window pattern. These differences will allow the addition to be distinguished as a new contribution to the historic district, instead of giving a false sense of the area's history.

*Please refer to the Appendix for additional assistance and resources.*

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### Notes on text:

### Additional graphics:

*List specific types of roof projects, if any, that would benefit from being exempt from the HPOZ review process. This section will be linked to the Exemption section in Chapter III, Function of the Plan.*

*Routine, recurring, and/or simple cases that are easily and effectively governed by the guidelines may be delegated to staff for review and processing. This may create more time for the board to focus on significant projects and speed the review of certain types of projects. Boards may also wish to continue to review all applications. This section will be linked to the Delegation section in Chapter III - Function of the Plan.*

*Finish with any background information or advice that the reader might find useful. A reference section at the end of this document will identify other places to find preservation information.*

*You may wish to include general advice, recurring problems and locally unique solutions, and if desired, even explain the rationale behind a particularly controversial or complicated local preservation issue specific to your community.*

*There will be an opportunity to list preservation resources, contacts, and directories in the appendix. In this way, the appendix may be updated as appropriate without requiring resubmittal of the entire document to the City Planning Commission for approval.*