



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

City of Springfield

INTEROFFICE MEMORANDUM

DATE: October 25, 2013

RE: Landmarks Board meeting

Please find attached the agenda for the Landmarks Board meeting on **October 30, 2013**. A tour will be held on Wednesday afternoon at 4:30 p.m. We will meet in front of the Busch Municipal Building.

Daniel Neal
Senior Planner



CITY HALL

LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

October 30, 2013
5:30 P.M.
Council Chambers
City Hall (830 Boouville)

I Roll Call

DAVID ESLICK
Historian Representative
Chair

II Minutes

October 2, 2013

LAUREL BRYANT
Real Estate Representative
Vice-Chair

III Unfinished Business

- A. Certificate of Appropriateness
None
- B. Certified Local Government Review
None
- C. Pre-Application Review
None

LEN EAGLEBURGER
At Large Representative

DAVID MAGGARD
At Large Representative

ANN BAYLIFF
At Large Representative

IV New Business

- A. Certificates of Appropriateness
 - 1. 1611 E. Walnut: Add a new addition to the rear of the structure
 - 2. 1485 E. Walnut: Add a new deck and door to the rear of the structure
 - 3. 420 E. Commercial: Remove an existing chimney on the west side of the building
- B. Certified Local Government Review
None
- C. Pre-Application Review
None

TODD SMITH
At Large Representative

DAVID BROWN
Mid-Town Representative

MONICA STEGALL
Commercial St. Representative

JOEL THOMAS
Architect Representative

V Communications

VI Reports

- A. Report on committees
 - 1. Application
 - 2. Demolition
 - 3. Historic sites and districts
 - 4. Communications
 - 5. Awards and recognition
 - 6. Design guidelines
- B. Administrative approval of C of A's
420 E. Commercial: Tuckpoint portions of the building

VII Any other matters that fall under the jurisdiction of the Board

- 1. 2014 Landmarks Board Schedule
- 2. 2014 Chair and Vice-Chair Nominations

VIII Adjournment

NOTE: In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting.

MINUTES OF THE LANDMARKS BOARD

DATE: October 2, 2013

TIME: 5:30 pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time in City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: David Eslick (Chair), Laurel Bryant (Vice-Chair), Ann Bayliff, Len Eagleburger, Monica Stegall, David Brown, David Maggard and Todd Smith; Daniel Neal, Senior Planner, Duke McDonald, Assistant City Attorney; Sandy Goddard Administrative Assistant.

ROLL CALL:

APPROVAL OF MINUTES: The minutes of July 24, 2013 were approved unanimously with changes.

NEW BUSINESS:

A. Certificates of Appropriateness:

1. 830 Boonville: Repair and replace windows in rotunda.

Chris Swan, Butler Rosenbury & Partners, 319 N. Main, Suite 200 commented on the windows, particularly the sash. The scope of this project will be providing new sash that will be reproductions of the existing sash with insulated glazing which is consistent with previous window replacement and restoration in the building. There will be a restoration of the existing frames. The emphasis on this project is on the quality assurance to be conducted by the contractors and also oversight. There will be a pre-qualifying phase for the sub-contractors and setting out pre-qualification criteria for them for the public bidding process. In addition to shop drawings you would typically see on windows, we are also asking for some key mockup samples of particular intersections on each of the sash that would be reproduced. Additionally, we will have an historic treatment specialist who will come through and conduct additional testing on the window frames who will assist in developing the scope of work for those frames, which will be in line with the Secretary of Interiors Standards for Rehabilitation on the windows. The scope of that work would then be carried out based on that historic treatment program for the frames. While there are no federal funds involved in the project, there is a conservation easement that is in place on this particular building, for the federal government. It was put in place for a project that was done in 2007. It is undetermined if a Section 106 is required, however we all thought that it was best to go ahead and have a Section 106 performed on this scope of work before the Board and that is in process and being conducted concurrently with the Boards review of the project. Mr. Swan commented he would answer any questions.

Mr. Eslick asked about the previous restoration of the windows asking if the material that will be used prevent the sweating of the windows or is that the nature of a wood sash.

Mr. Swan asked if this was referencing the new windows. That may be the function of that particular kind of window or sometimes it's the weather stripping may not be fully intact.

Mr. Eslick commented there were comments in the report about silicone sealing.

Mr. Swan commented that in this particular situation for the sash, we are going to need to go to a stronger wood than the existing species that is in place. The insulated glazing is considerably heavier than single glazing. With that wait, we will probable recommend mahogany be used for that additional strength and will require some additional reinforcement in the bottom rail of the upper sash where you often see some degradation in the window.

Ms. Bryant asked about the difference in the look of the wood.

Mr. Swan commented from the inside you will probably be able to see a little different texture or grain, although it will be stained to match the existing blond stain that is there now. With the southwest exposure this is one instance when going to a stronger species is the right move. Mr. Swan stated currently the plan is to take care of the worst case scenarios which are the landings and then bidding the elevator machine room windows and the basement level windows as at alternates.

Mr. Smith asked on the first round replacement of windows if was that part of the replacement that was done on the rest of the building.

Mr. Swan said no.

Mr. Smith commented that is why they are single glazed now.

Mr. Swan said correct.

The Board discussed the replacement of previous windows.

Mr. Swan mentioned the uniqueness of the windows and the configuration that they are bent glass in planview but also archtop.

Mr. Eslick asked if they would scrap the glass.

Mr. Swan said the City can look at how they want to use or salvage the glass, but it could not be reused in an insulated glass scenario.

Mr. Eslick closed the public hearing.

Ms. Bryant motioned to approve Certificate of Appropriateness for 830 Boonville. Ms. Bayliff seconded the motion. The motion carried as follows: Ayes: Brown, Stegall, Maggard, Bryant, Eslick, Bayliff, Eagleburger, and Smith. Nays: None. Abstain: None. Absent: None.

A. Certificates of Appropriateness:

2. 1485 E. Walnut: Remove and replace an existing basement garage

Ms. Tammie Seiferd, 3701 Southern Hills Dr., Nixa, commented she is proposing to remove an existing garage door, concrete block that in and then it will be finished with a rock texture to match the foundation, put in a window that would allow egress from the basement. This is on the Weller Street side so it doesn't face Walnut Street. The front porch needs repair as does the walkway, as it is crumbling. Ms. Seiferd commented she would like to repair the porch and use a new product that fills in the cracks, but may have to replace the porch. They will be painting the front. On the backside of the home, they propose to remove an existing door to the corner of the house. Ms. Seiferd commented she may not be able to match the brick where the door is currently located and if that is the case, she will put a window where the door is. The windows to be used on the basement are going to be awning windows with wood exteriors or would cheaper to do it with metal clad.

Mr. Eslick commented the standard is replacing wood with wood.

Ms. Seiferd commented the covering over the door will be moved to where the new door will be and commented she would like to have a deck on the back of the house asking the Board if a deck is allowed.

Mr. Eslick commented a deck is a removable element so that at some point if it is taken off, it will not affect the historic value of the house and does not feel there would be an issue with a deck. Mr. Eslick pointed out that the house being on a corner lot, you don't see just the front of the house.

Ms. Seiferd commented that she will be matching the style of the window that is there currently, but to the side she needs for egress, she has to use the awning window because it has the size needed for a two (2) foot opening to get out. The windows that are there, they are not two (2) feet in height, but they will cut that out with plenty of room in the foundation to do so. Ms. Seiferd commented she will leave the windows as they are and restore them. On the back of the house, under the double windows she would like to put an awning window.

Ms. Bayliff asked about moving the back door.

Ms. Seiferd commented that where the double windows are located, she is putting in a master bath so it would not be good to have a door out the back.

Mr. Eslick stated the C of A was for the garage and the replacement of the garage suggested Ms. Seiferd come back with a plan for a deck and moving the back door and porch awning and come back with that as a second C of A with a drawing of what is being proposed. Mr. Eslick stated everything that is being done is according to the Secretary of Interiors Standards.

Ms. Seiferd asked if the Board could go ahead and ok the door on the backside. Right now it is a solid metal door but will mimic the front which is wood.

Mr. Eslick asked staff if this would be ok as the request for the door is on this C of A.

Mr. Neal clarified that was moving the door to the east; typically there would be more showing where the door would be and said staff needs something more specific on the site plan the Board is approving.

Mr. Eslick commented that for this Certificate of Appropriateness, they will look at filling in the garage.

Mr. Neal commented they could probably look at replacing the front porch and the walkway, but would want detail on the material being used to replace the porch and walkway.

Mr. Eslick said that the proposal for number one on the application will stand as is.

Ms. Bryant commented with modification; the concrete block is not what she spoke of as the exterior, it would be a matching concrete aggregate.

Mr. Neal commented she will put something to cover the concrete block.

Mr. Eslick said it would be modified to say replace with a concrete block wall with concrete texture.

Ms. Bryant asked how it would keep from looking like a patch unless it was done in a longer section.

Ms. Neal said it is a textured concrete.

Ms. Seiferd referred to page four (4) of report has a good picture of the aggregate.

Mr. Eslick commented to replace with a concrete block wall with aggregate exterior to match existing.

Ms. Bryant commented the windows, according to the pictures, are not paned they are a solid open...

Ms. Seiferd said they are paned on the inside.

Ms. Bryant said the product they looked at is not a real mullion window, it is in the glass.

Ms. Seiferd commented the quote she got is not on the inside of the glass.

Ms. Bryant asked if it would match what currently exists there now.

Ms. Seiferd said you cannot see the one that is there now because it has something over the outside of them as well; right now because they are short there are three separate panels and you can tell there is a mullion there dividing them. The ones she will be doing would be will be taller and six of the panels in it and it will have wood on both sides; outside and inside.

Mr. Eslick asked if those would be the only two windows on that side and those will be new windows.

Ms. Seiferd said yes and that is all that is there now, and wants to add a window in the back corner; there is not an existing window there now, but that is an option she is looking at. Ms. Seiferd said they are wood clad.

Mr. Smith commented that what we have is a project out vent with six light applied mutton grid, stating it is part of the insulated glass pocket, so it is its own frame and then they lay the glass against it.

Mr. Neal commented that for clarification, we are discussion replacing a window, and putting two new windows in, one of the smaller windows underneath the larger window.

Ms. Seiferd said yes, but that may or may not happen.

Ms. Stegall suggested aligning the windows, upper and lower, or would it be centered.

Ms. Seiferd said she would if it was required, but she would rather center it in the middle of the room and since the other window is not centered in the middle of those, would that be a problem.

Ms. Stegall asked if it would be a possible and commented there seems to be a lot of modifications and its completely changing the house and most are not an issue. Moving the door on the back and the overhang, moving that, seems will really change the language of what is there now.

Ms. Seiferd commented the door may need to come more to the right to keep it from impeding the soffit.

Ms. Bryant asked if she would be reusing the pediment.

Ms. Seiferd stated that if she does not use what is there, she will replicate the one that is there.

Mr. Maggard commented this seems so fluid...which makes it hard to approve this.

Ms. Seiferd commented she has not made clear cut decisions yet, but the one thing for certain she wants to do the repairs and put the windows in and put the door in. Ms. Seiferd commented that if the windows can be approved she can come back with the doors on the 30th. She will get the crew started on the demolition upstairs and getting the concrete block wall filled in and the windows during that time.

Mr. Smith asked once the foundation is filled in with concrete block, will the driveway be filled in.

Ms. Seiferd said yes.

Mr. Eslick commented that on item one (1) *on the east side of the house, remove an existing garage door, concrete walls and driveway to the basement and replace with a concrete block wall with aggregate exterior to match the existing wall. Also fill in the driveway area between the sidewalk and new basement wall. Item number two (2) replace the existing window and add a window (a project out vent with six light applied mutton grid) in the concrete block wall, replacing the basement door that aligns with the window on the first floor to the south edge. Item Three (3) would be replace/replace concrete walkway to the house with in-kind material. Item number four (4), replace the front porch.*

Mr. Eslick asked if the wooden columns have deteriorated.

Ms. Seiferd said they do not appear to be and she will paint.

Mr. Eslick commented that is four proposals they will be approving for this certificate of appropriateness.

Ms. Stegall asked if the retaining walls will be demolished so they are not poking out of the ground when you infill the driveway.

Ms. Seiferd said all the concrete will be removed.

Mr. Neal suggested a tour of the structure for the next meeting with as many questions that have been discussed.

Mr. Eslick clarified that the applicant, on the 30th, will need to have a detailed drawing of the new deck on the back porch area, relocating the existing door and the porch over the door, and will provide an idea of what the final changes and products will be.

Ms. Stegall commented an elevation drawing to show what is happening.

Ms. Bayliff asked about finding a matching brick and this seems like a lot of modifications for the house. She would prefer to see it as is.

Ms. Stegall stated it is difficult to make a decision on whether it is appropriate or not without seeing the floor plan, just how it's going to happen and how it will look on that façade.

Ms. Bryant was concerned about the texture of the brick and finding replacement brick.

Mr. Eslick discussed moving the door.

Ms. Seiferd said she would have more specifics on the 30th of October.

Ms. Bryant stated her concern would be does this structure overhang match; is it going to be perfectly repaired so that the molding that is there and the trim is completely intact visually. Where the stairs meet the brick, perhaps the deck can go over it, but if you take the door out what are you left with.

Ms. Seiferd said she would be removing the stairs as they are not in good condition.

Mr. Eslick asked if the door could be moved elsewhere, instead of clear to the other end of the structure, and that way you would not be changing the back of the building completely.

Mr. John Henderson, 1481 East Walnut, commented he lives next door and wanted to speak in support redoing the garage door.

Mr. Eslick closed the public hearing.

Ms. Bayliff motioned to **approve** Certificate of Appropriateness as rewritten for 1485 E. Walnut Street. Mr. Smith **seconded** the motion. The motion **carried** as follows: Ayes: Brown, Stegall, Maggard, Bryant, Eslick, Bayliff, Eagleburger, and Smith. Nays: None. Abstain: None. Absent: None.

COMMUNICATIONS:

Administrative Approval of Certificates of Appropriateness

1. 1455 E. Meadowmere: Add a new fence and landscaping adjacent to Pickwick.

Mr. Eslick suggested the Board drive by and see what is being done and will be a nice improvement to the property.

2. 217 E. Commercial: Add a new flush mounted sign in the existing sign channel.

Mr. Eslick commented he hoped it came with the approval of the Commercial Club.

Ms. Stegall stated the sign is now up and there are issues about the material, but Commercial Club is looking at refreshing their guidelines so that items they continue to have issues with are in the guidelines and that there is something they can comment on.

Mr. Neal commented it is vinyl window lettering.

Ms. Stegall commented they believe it could be different materials.

Mr. Eslick asked if the business owners came to the Commercial Club with any conversation before they did this.

Ms. Stegall said not to her knowledge.

Mr. Eslick commented on the retirement of Joanne Radetic. On the 26th of October, there is the 100th Anniversary Celebration for the Historic Green County Courthouse.

Ms. Stegall commented she started a potential list of structures that may be worthy of preserving.

Mr. Neal commented that the process would be an application that came to the Landmarks Board that would be used for any other local historic site nomination for recommendation and then on to City Council for nomination. If you want more binding authority on a particular site, then the site would be recommended as a landmark and then it has the same authority as you would have in one of the Walnut or Commercial Street Districts. Those are the two options when you are talking about individual sites compared to a district.

Ms. Bryant asked if the Greene County Board have any literature they might give a homeowner discussing what the process is.

Mr. Neal and the Board discussed how the nomination process might be established and followed and the purview of the Board in the process.

Ms. Stegall will share the list with the Board on a google.doc and anyone can visit add/share and edit information on the same form.

Mr. McDonald asked if the Board is looking for a template, look at the Walnut Street Guidelines there are different descriptions and architectural types used in the districts adding the more detail you have along those lines, the more sway you will have with City Council.

Mr. Neal also referred the Board to the Landmarks Board website under resources and tax credits, there is a link for nomination for local historic site and that has the information that would ultimately need to be displayed.

Mr. McDonald commented he would suggest that the Board tune into whether they want to go as far as a Landmark or settle for a historic site because as Mr. Neal said, if you have a landmark what you say goes; if you have a site, you are more or less a suggestion body so that is something to consider.

Mr. Neal commented the landmark is significant as it is essentially rezoning, an overlay on the property, so it's a serious matter and they would need to property owner to be part of the process as it has more stringent regulations on it. There is a way you can go forward with a landmark designation without the owner's consent, but again that is going to be the case where they are getting ready to demo something that everybody has opinion that should be preserved. Mr. Neal commented that the Board has debated this issue before between the binding authority and then only the review which can be frustrating.

Mr. Eslick discussed the publicity the Landmarks Board received from the home on Jefferson, kept the home from being demolished.

Mr. McDonald commented that BDS Director Chris Straw is going to demolish the home.

Mr. Eslick asked Mr. Neal to find out the status of the structure.

Mr. Maggard commented he wished to acknowledge his appreciation to everyone, especially the City staff for the hard work in keeping the Board prepared and on tract and he has been very proud to be a member of the Board. Even on times when there have been disagreements, he has never felt there wasn't a mutual respect around the Board which is something to be proud of and reflects very highly on citizen involvement and thanked the Board.

There being no further business, the meeting was adjourned at 6:55 p.m.

A handwritten signature in black ink, appearing to read "Daniel Neal", written over a horizontal line.

Daniel Neal



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
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STAFF REPORT

WALNUT STREET URBAN CONSERVATION DISTRICT – EAST

DATE: October 25, 2013

PROPOSAL:

1. Construct a new addition on the northwest side of the historic structure.

BACKGROUND:

LOCATION: 1611 E. Walnut Street

APPLICANT: Nelson M. Dela Rosa

RECOMMENDATION:

Staff recommends **approval** of the request with a differentiation in the brick color or design. The Landmarks Board will need to determine whether the proposed addition has adequately differentiated itself from the historic structure specifically the stone and siding.

FINDINGS:

1. The house at 1611 E. Walnut Street is a contributing structure in the Walnut Street National Historic District.
2. The proposed addition on the northwest side of the house will not be easily viewable from Walnut Street.
3. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials,

features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

4. The size of the proposed addition appears to be compatible with scale of the historic structure and the location of the proposed addition does not impact the historic structures presence on the street due to its limited size.

PROJECT COORDINATOR:

Daniel Neal
Senior Planner

ATTACHMENT A
BACKGROUND REPORT
1611 E. Walnut Street

APPLICANT'S PROPOSAL:

The applicant is proposing a new addition that will be in keeping with the rest of the existing house. Windows and doors will be the exact same finish and style as the current house. The siding and stone material will match the current exterior as well.

STAFF COMMENTS:

1. The proposed addition appears to follow the Walnut Street Design Guidelines by being placed behind the historic structure where it cannot be easily seen from Walnut Street. The new addition will extend to the west an additional five (5) feet and the roof for the addition will extend slightly more to cover the stoop and stairs. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
2. Staff believes that the proposed addition may need to differentiate more than proposed (exterior stone, door and siding), but the Landmarks Board will need to ultimately determine whether a change to one or both is enough. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
3. The structure was covered with modern siding since it was nominated into the Walnut Street Historic District.
4. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the Walnut Street UCD, Zoning Ordinance and Building Code shall apply.

ATTACHMENT B
DESIGN STANDARDS & GUIDELINES
1611 E. Walnut Street

PERTINENT SECRETARY OF THE INTERIOR'S STANDARDS (FOR REHABILITATION)

2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

PERTINENT WALNUT STREET DESIGN GUIDELINES

NEW ADDITIONS:

The Applicant Should Consider:

1. Locating additions at rear or side of structure, out of view of the street.
2. Using a design that is sympathetic to the original structure but contemporary in spirit.
3. Using building materials and decorative treatments that are compatible with the historic structure.
4. Designing the addition so as to prevent removal of historic elements on the principal structure.

The Applicant Should Avoid:

1. Constructing additions that overpower the existing structure.
2. Constructing an addition on the principal elevation(s).
3. Constructing additions with false historic appearance.
4. Altering the existing historic roofline to accommodate an addition.

(See also specific appropriate headings: Roofs, Siding, Trim, Doors, Windows, etc.)

WINDOWS:

The Applicant Should Consider:

1. Retaining all original windows in place.
2. Repairing the original window or, if not feasible,

3. Replacing the window in kind, recognizing the importance of sash type, size, muntins, mullions, and glass.
4. Using interior or exterior storm windows that match size, meeting rails, and heads of the original windows.
5. Using clear glass.
6. Installing “greenhouse” windows and skylights on side and rear elevations.

The Applicant Should Avoid:

1. Altering the size or type of windows.
2. Changing the location of windows.
3. Partially or wholly blocking windows.
4. Using glass that isn’t clear unless colored or stained glass is historically documented or appropriate.
5. Installing “greenhouse” windows and skylights on principal elevations.

SIDING:

The Applicant Should Consider:

1. Retaining the historic siding.
2. Repairing the historic siding or, if not feasible,
3. Replacing in kind.

The Applicant Should Avoid:

1. Removing any original or historic material.
2. Covering with any artificial material.
3. Painting unpainted surfaces.
4. Using abrasive cleaning for paint removal or to clean unpainted masonry.
5. Using chemical sealers.

ORDINANCE REVIEW

In addition, General Ordinance No. 3549 & 3560, which created the Walnut Street Urban Conservation district-East states:

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Urban Conservation District (UCD) or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
1611 E. Walnut Street

ARCHITECTURAL SIGNIFICANCE:

1. Built 1916-1917 by F. C. Mann, lawyer, in the catalogue-builder-foursquare style. Two story frame house with gable roof and hip roof dormer on the front roof face. The porch fills the faced and is supported on wood pylons. There are numerous multiple light sash used in the house. The house is covered with modern siding.

14 PRESERVATION BRIEFS

New Exterior Additions to Historic Buildings: Preservation Concerns

Anne E. Grimmer and Kay D. Weeks



National Park Service
U.S. Department of the Interior
Technical Preservation Services



A new exterior addition to a historic building should be considered in a rehabilitation project only after determining that requirements for the new or adaptive use cannot be successfully met by altering non-significant interior spaces. If the new use cannot be accommodated in this way, then an exterior addition may be an acceptable alternative. Rehabilitation as a treatment “is defined as the act or process of making possible a compatible use for a property through repair, alterations, and *additions* while preserving those portions or features which convey its historical, cultural, or architectural values.”

The topic of new additions, including rooftop additions, to historic buildings comes up frequently, especially as it

relates to rehabilitation projects. It is often discussed and it is the subject of concern, consternation, considerable disagreement and confusion. Can, in certain instances, a historic building be enlarged for a new use without destroying its historic character? And, just what is significant about each particular historic building that should be preserved? Finally, what kind of new construction is appropriate to the historic building?

The vast amount of literature on the subject of additions to historic buildings reflects widespread interest as well as divergence of opinion. New additions have been discussed by historians within a social and political framework; by architects and architectural historians in terms of construction technology and style; and

by urban planners as successful or unsuccessful contextual design. However, within the historic preservation and rehabilitation programs of the National Park Service, the focus on new additions is to ensure that they preserve the character of historic buildings.

Most historic districts or neighborhoods are listed in the National Register of Historic Places for their significance within a particular time frame. This period of significance of historic districts as well as individually-listed properties may sometimes lead to a misunderstanding that inclusion in the National Register may prohibit any physical change outside of a certain historical period—particularly in the form of exterior additions. National Register listing does not mean that a building or district is frozen in time and that no change can be made without compromising the historical significance. It does mean, however, that a new addition to a historic building should preserve its historic character.



Figure 1. The addition to the right with its connecting hyphen is compatible with the Collegiate Gothic-style library. The addition is set back from the front of the library and uses the same materials and a simplified design that references, but does not copy, the historic building. Photo: David Wakely Photography.



Figure 2. The new section on the right is appropriately scaled and reflects the design of the historic Art Deco-style hotel. The apparent separation created by the recessed connector also enables the addition to be viewed as an individual building.

Guidance on New Additions

To meet Standard 1 of the *Secretary of the Interior's Standards for Rehabilitation*, which states that "a property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment," it must be determined whether a historic building can accommodate a new addition. Before expanding the building's footprint, consideration should first be given to incorporating changes—such as code upgrades or spatial needs for a new use—within secondary areas of the historic building. However, this is not always possible and, after such an evaluation, the conclusion may be that an addition is required, particularly if it is needed to avoid modifications to character-defining interior spaces. An addition should be designed to be compatible with the historic character of the building and, thus, meet the *Standards for Rehabilitation*. Standards 9 and 10 apply specifically to new additions:

(9) "New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment."

(10) "New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired."

The subject of new additions is important because a new addition to a historic building has the potential to change its historic character as well as to damage and destroy significant historic materials and features. A new addition also has the potential to confuse the public and to make it difficult or impossible to differentiate the old from the new or to recognize what part of the historic building is genuinely historic.

The intent of this Preservation Brief is to provide guidance to owners, architects and developers on how to design a compatible new addition, including a rooftop addition, to a historic building. A new addition to a historic building should preserve the building's *historic character*. To accomplish this and meet the *Secretary of the Interior's Standards for Rehabilitation*, a new addition should:

- Preserve significant historic materials, features and form;
- Be compatible; and
- Be differentiated from the historic building.

Every historic building is different and each rehabilitation project is unique. Therefore, the guidance offered here is not specific, but general, so that it can be applied to a wide variety of building types and situations. To assist in interpreting this guidance, illustrations of a variety of new additions are provided. Good examples, as well as some that do not meet the Standards, are included to further help explain and clarify what is a compatible new addition that preserves the character of the historic building.



Figure 3. The red and buff-colored parking addition with a rooftop playground is compatible with the early-20th century school as well as the neighborhood in which it also serves as infill in the urban setting.

Preserve Significant Historic Materials, Features and Form

Attaching a new exterior addition usually involves some degree of material loss to an external wall of a historic building, but it should be minimized. Damaging or destroying significant materials and craftsmanship should be avoided, as much as possible.

Generally speaking, preservation of historic buildings inherently implies minimal change to primary or “public” elevations and, of course, interior features as well. Exterior features that distinguish one historic building or a row of buildings and which can be seen from a public right of way, such as a street or sidewalk, are most likely to be the most significant. These can include many different elements, such as: window patterns, window hoods or shutters; porticoes, entrances and doorways; roof shapes, cornices and decorative moldings; or commercial storefronts with their special detailing, signs and glazing patterns. Beyond a single building, entire blocks of urban or residential structures are often closely related architecturally by their materials, detailing, form and alignment. Because significant materials and features should be preserved, not damaged or hidden, the first place to consider placing a new addition is in a location where the least amount of historic material and character-defining features will be lost. In most cases, this will be on a secondary side or rear elevation.

One way to reduce overall material loss when constructing a new addition is simply to keep the addition smaller in proportion to the size of the historic building. Limiting the size and number of openings between old and new by utilizing existing doors or enlarging windows also helps to minimize loss. An often successful way to accomplish this is to link the addition to the historic building by means of a hyphen or connector. A connector provides a physical link while visually separating the old and new, and the connecting passageway penetrates and removes only a small portion of the historic wall. A new addition that will abut the historic building along an entire elevation or wrap around a side and rear elevation, will likely integrate the historic and the new interiors, and thus result in a high degree of loss of form and exterior walls, as well as significant alteration of interior spaces and features, and will not meet the Standards.



Figure 4. This glass and brick structure is a harmonious addition set back and connected to the rear of the Colonial Revival-style brick house. Cunningham/Quill Architects. Photos: © Maxwell MacKenzie.

Compatible but Differentiated Design

In accordance with the Standards, a new addition must preserve the building's historic character and, in order to do that, it must be differentiated, but compatible, with the historic building. A new addition must retain the essential form and integrity of the historic property. Keeping the addition smaller, limiting the removal of historic materials by linking the addition with a hyphen, and locating the new addition at the rear or on an inconspicuous side elevation of a historic building are techniques discussed previously that can help to accomplish this.

Rather than differentiating between old and new, it might seem more in keeping with the historic character

simply to repeat the historic form, material, features and detailing in a new addition. However, when the new work is highly replicative and indistinguishable from the old in appearance, it may no longer be possible to identify the “real” historic building. Conversely, the treatment of the addition should not be so different that it becomes the primary focus. The difference may be subtle, but it must be clear. A new addition to a historic building should protect those visual qualities that make the building eligible for listing in the National Register of Historic Places.

The National Park Service policy concerning new additions to historic buildings, which was adopted in 1967, is not unique. It is an outgrowth and continuation of a general philosophical approach to change first expressed by John Ruskin in England in the 1850s, formalized by William Morris in the founding of the Society for the Protection of Ancient Buildings in 1877, expanded by the Society in 1924 and, finally, reiterated in the 1964 Venice Charter—a document that continues to be followed by the national committees of the International Council on Monuments and Sites (ICOMOS). The 1967 *Administrative Policies for Historical Areas of the National Park System* direct that “...a modern addition should be readily distinguishable from the older work; however, the new work should be harmonious with the old in scale, proportion, materials, and color. Such additions should be as inconspicuous as

possible from the public view.” As a logical evolution from these Policies specifically for National Park Service-owned historic structures, the 1977 *Secretary of the Interior’s Standards for Rehabilitation*, which may be applied to **all** historic buildings listed in, or eligible for listing in the National Register, also state that “the new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.”

Preserve Historic Character

The goal, of course, is a new addition that preserves the building’s historic character. The historic character of each building may be different, but the methodology of establishing it remains the same. Knowing the uses and functions a building has served over time will assist in making what is essentially a physical evaluation. But, while written and pictorial documentation can provide a framework for establishing the building’s history, to a large extent the historic character is embodied in the physical aspects of the historic building itself—shape, materials, features, craftsmanship, window arrangements, colors, setting and interiors. Thus, it is important to identify the historic character before making decisions about the extent—or limitations—of change that can be made.



Figure 5. This addition (a) is constructed of matching brick and attached by a recessed connector (b) to the 1914 apartment building (c). The design is compatible and the addition is smaller and subordinate to the historic building (d).



Figure 6. A new addition (left) is connected to the garage which separates it from the main block of the c. 1910 former florist shop (right). The addition is traditional in style, yet sufficiently restrained in design to distinguish it from the historic building.

A new addition should always be subordinate to the historic building; it should not compete in size, scale or design with the historic building. An addition that bears no relationship to the proportions and massing of the historic building—in other words, one that overpowers the historic form and changes the scale—will usually compromise the historic character as well. The appropriate size for a new addition varies from building to building; it could never be stated in a square or cubic footage ratio, but the historic building's existing proportions, site and setting can help set some general parameters for enlargement. Although even a small addition that is poorly designed can have an adverse impact, to some extent, there is a predictable relationship between the size of the historic resource and what is an appropriate size for a compatible new addition.

Generally, constructing the new addition on a secondary side or rear elevation—in addition to material preservation—will also preserve the historic character. Not only will the addition be less visible, but because a secondary elevation is usually simpler and less distinctive, the addition will have less of a physical and visual impact on the historic building. Such placement will help to preserve the building's historic form and relationship to its site and setting.

Historic landscape features, including distinctive grade variations, also need to be respected. Any new landscape features, including plants and trees, should be kept at a scale and density that will not interfere with understanding of the historic resource itself. A traditionally landscaped

property should not be covered with large paved areas for parking which would drastically change the character of the site.

Despite the fact that in most cases it is recommended that the new addition be attached to a secondary elevation, sometimes this is not possible. There simply may not be a secondary elevation—some important freestanding buildings have significant materials and features on all sides. A structure or group of structures together with its setting (for example, a college campus) may be of such significance that any new addition would not only damage materials, but alter the buildings' relationship to each other and the setting. An addition attached to a highly-visible elevation of a historic building can radically alter the historic form or obscure features such as a decorative cornice or window ornamentation. Similarly, an addition that fills



Figure 7. A vacant side lot was the only place a new stair tower could be built when this 1903 theater was rehabilitated as a performing arts center. Constructed with matching materials, the stair tower is set back with a recessed connector and, despite its prominent location, it is clearly subordinate and differentiated from the historic theater.



Figure 8. The rehabilitation of this large, early-20th century warehouse (left) into affordable artists' lofts included the addition of a compatible glass and brick elevator/stair tower at the back (right).



Figure 9. A simple, brick stair tower replaced two non-historic additions at the rear of this 1879 school building when it was rehabilitated as a women's and children's shelter. The addition is set back and it is not visible from the front of the school.



Figure 10. The small size and the use of matching materials ensures that the new addition on the left is compatible with the historic Romanesque Revival-style building.

in a planned void on a highly-visible elevation (such as a U-shaped plan or a feature such as a porch) will also alter the historic form and, as a result, change the historic character. Under these circumstances, an addition would have too much of a negative impact on the historic building and it would not meet the Standards. Such situations may best be handled by constructing a separate building in a location where it will not adversely affect the historic structure and its setting.

In other instances, particularly in urban areas, there may be no other place but adjacent to the primary façade to locate an addition needed for the new use. It may be possible to design a lateral addition attached on the side that is compatible with the historic building, even though it is a highly-visible new element. Certain types of historic structures, such as government buildings, metropolitan museums, churches or libraries, may be so massive in size that a relatively large-scale addition may not compromise the historic character, provided, of course, the addition is smaller than the historic building. Occasionally, the visible size of an addition can be reduced by placing some of the spaces or support systems in a part of the structure that is underground. Large new additions may sometimes be successful if they read as a separate volume, rather than as an extension of the historic structure, although the scale, massing and proportions of the addition still need to be compatible with the historic building. However, similar expansion of smaller buildings would be dramatically out of scale. In summary, where any new addition is proposed, correctly assessing the relationship between actual size and relative scale will be a key to preserving the character of the historic building.



Figure 11. The addition to this early-20th century Gothic Revival-style church provides space for offices, a great hall for gatherings and an accessible entrance (left). The stucco finish, metal roof, narrow gables and the Gothic-arched entrance complement the architecture of the historic church. Placing the addition in back where the ground slopes away ensures that it is subordinate and minimizes its impact on the church (below).

Design Guidance for Compatible New Additions to Historic Buildings

There is no formula or prescription for designing a new addition that meets the Standards. A new addition to a historic building that meets the Standards can be any architectural style—traditional, contemporary or a simplified version of the historic building. However, there must be a balance between differentiation and compatibility in order to maintain the historic character and the identity of the building being enlarged. New additions that too closely resemble the historic building or are in extreme contrast to it fall short of this balance. *Inherent in all of the guidance is the concept that an addition needs to be subordinate to the historic building.*

A new addition **must preserve significant historic materials, features and form, and it must be compatible but differentiated from the historic building.** To achieve this, it is necessary to carefully consider the **placement or location** of the new addition, and its **size, scale and massing** when planning a new addition. To preserve a property's historic character, a new addition must be visually distinguishable from the historic building. This does not mean that the addition and the historic building should be glaringly different in terms of design, materials and other visual qualities. Instead, the new addition should take its design cues from, but not copy, the historic building.



A variety of design techniques can be effective ways to differentiate the new construction from the old, while respecting the architectural qualities and vocabulary of the historic building, including the following:

- Incorporate a simple, recessed, small-scale hyphen to physically separate the old and the new volumes or set the addition back from the wall plane(s) of the historic building.
- Avoid designs that unify the two volumes into a single architectural whole. The new addition may include simplified architectural features that reflect, but do not duplicate, similar features on the historic building. This approach will not impair the existing building's historic character as long as the new structure is subordinate in size and clearly differentiated and distinguishable so that the identity of the historic structure is not lost in a new and larger composition. The historic building must be clearly identifiable and its physical integrity must not be compromised by the new addition.



Figure 12. This 1954 synagogue (left) is accessed through a monumental entrance to the right. The new education wing (far right) added to it features the same vertical elements and color and, even though it is quite large, its smaller scale and height ensure that it is secondary to the historic resource.



Figure 13. A glass and metal structure was constructed in the courtyard as a restaurant when this 1839 building was converted to a hotel. Although such an addition might not be appropriate in a more public location, it is compatible here in the courtyard of this historic building.

- Use building materials in the same color range or value as those of the historic building. The materials need not be the same as those on the historic building, but they should be harmonious; they should not be so different that they stand out or distract from the historic building. (Even clear glass can be as prominent as a less transparent material. Generally, glass may be most appropriate for small-scale additions, such as an entrance on a secondary elevation or a connector between an addition and the historic building.)
- Base the size, rhythm and alignment of the new addition's window and door openings on those of the historic building.
- Respect the architectural expression of the historic building type. For example, an addition to an institutional building should maintain the architectural character associated with this building type rather than using details and elements typical of residential or other building types.



Figure 14. This glass addition was erected at the back of an 1895 former brewery during rehabilitation to provide another entrance. The addition is compatible with the plain character of this secondary elevation.

These techniques are merely examples of ways to differentiate a new addition from the historic building while ensuring that the addition is compatible with it. Other ways of differentiating a new addition from the historic building may be used as long as they maintain the primacy of the historic building. Working within these basic principles still allows for a broad range of architectural expression that can range from stylistic similarity to contemporary distinction. The recommended design approach for an addition is one that neither copies the historic building exactly nor stands in stark contrast to it.

Revising an Incompatible Design for a New Addition to Meet the Standards

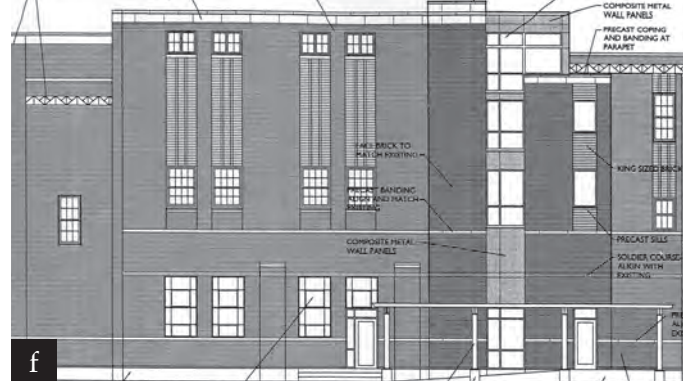
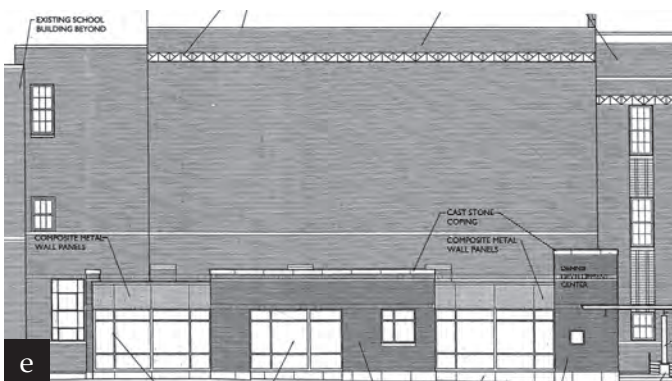
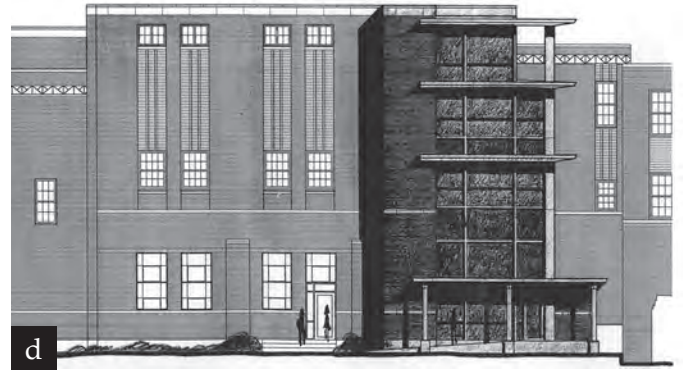
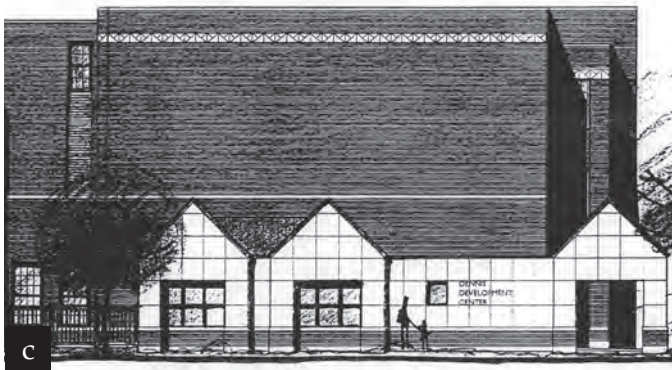


Figure 15. The rehabilitation of a c. 1930 high school auditorium for a clinic and offices proposed two additions: a one-story entrance and reception area on this elevation (a); and a four-story elevator and stair tower on another side (b). The gabled entrance (c) first proposed was not compatible with the flat-roofed auditorium and the design of the proposed stair tower (d) was also incompatible and overwhelmed the historic building. The designs were revised (e-f) resulting in new additions that meet the Standards (g-h).

Incompatible New Additions to Historic Buildings

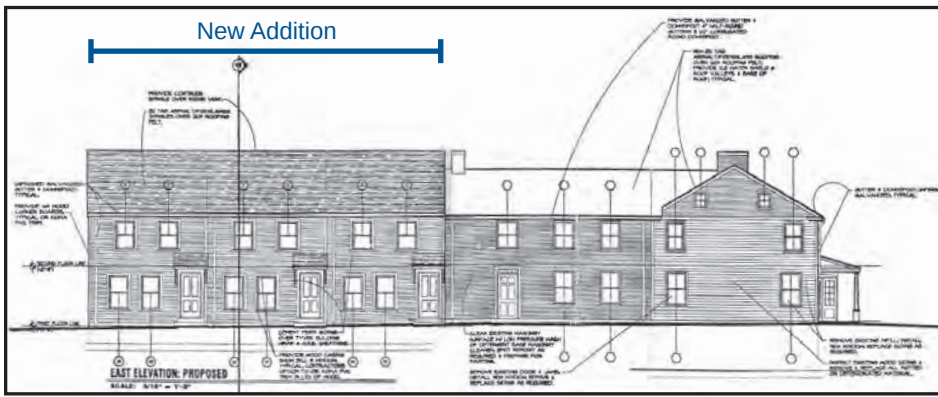


Figure 16. The proposal to add three row houses to the rear ell of this early-19th century residential property doubles its size and does not meet the Standards..



Figure 17. The small addition on the left is starkly different and it is not compatible with the eclectic, late-19th century house.



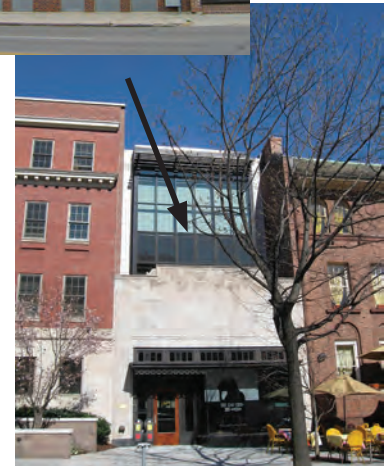
Figure 18. The expansion of a one- and one-half story historic bungalow (left) with a large two-story rear addition (right) has greatly altered and obscured its distinctive shape and form.



Figure 19. The upper two floors of this early-20th century office building were part of the original design, but were not built. During rehabilitation, the two stories were finally constructed. This treatment does not meet the Standards because the addition has given the building an appearance it never had historically.



Figure 20. The height, as well as the design, of these two-story rooftop additions overwhelms the two-story and the one-story, low-rise historic buildings.



New Additions in Densely-Built Environments

In built-up urban areas, locating a new addition on a less visible side or rear elevation may not be possible simply because there is no available space. In this instance, there may be alternative ways to help preserve the historic character. One approach when connecting a new addition to a historic building on a primary elevation is to use a hyphen to separate them. A subtle variation in material, detailing and color may also provide the degree of differentiation necessary to avoid changing the essential proportions and character of the historic building.

A densely-built neighborhood such as a downtown commercial core offers a particular opportunity to design an addition that will have a minimal impact on the historic building. Often the site for such an addition is a vacant lot where another building formerly stood. Treating the addition as a separate or infill building may be the best approach when designing an addition that will have the least impact on the historic building and the district. In these instances there may be no need for a direct visual link to the historic building. Height and setback from the street should generally be consistent with those of the historic building and other surrounding buildings in the district. Thus, in most urban commercial areas the addition should not be set back from the façade of the historic building. A tight urban setting may sometimes even accommodate a larger addition if the primary elevation is designed to give the appearance of being several buildings by breaking up the facade into elements that are consistent with the scale of the historic building and adjacent buildings.



Figure 21. Both wings of this historic L-shaped building (top), which fronts on two city streets, adjoined vacant lots. A two-story addition was constructed on one lot (above, left) and a six-story addition was built on the other (above, right). Like the historic building, which has two different facades, the compatible new additions are also different and appear to be separate structures rather than part of the historic building.



Figure 22. The proposed new addition is compatible with the historic buildings that remain on the block. Its design with multiple storefronts helps break up the mass.



Figure 23. Colored flags marking the location of a proposed penthouse addition (a) were placed on the roof to help evaluate the impact and visibility of an addition planned for this historic furniture store (b). Based on this evaluation, the addition was constructed as proposed. It is minimally visible and compatible with the 1912 structure (c). The tall parapet wall conceals the addition from the street below (d).

Rooftop Additions

The guidance provided on designing a compatible new addition to a historic building applies equally to new rooftop additions. A rooftop addition should preserve the character of a historic building by preserving historic materials, features and form; and it should be compatible but differentiated from the historic building.

However, there are several other design principles that apply specifically to rooftop additions. Generally, a rooftop addition should not be more than one story in height to minimize its visibility and its impact on the proportion and profile of the historic building. A rooftop addition should almost always be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is free-standing or highly visible.

It is difficult, if not impossible, to minimize the impact of adding an entire new floor to relatively low buildings, such as small-scale residential or commercial structures, even if the new addition is set back from the plane of the façade. Constructing another floor on top of a small, one, two or three-story building is seldom appropriate for buildings of this size as it would measurably alter the building's proportions and profile, and negatively impact its historic character. On the other hand, a rooftop addition on an eight-story building, for example, in a historic district consisting primarily of tall buildings might not affect the historic character because the new construction may blend in with the surrounding buildings and be only minimally visible within the district. A rooftop addition in a densely-built urban area is more likely to be compatible on a building that is adjacent to similarly-sized or taller buildings.

A number of methods may be used to help evaluate the effect of a proposed rooftop addition on a historic building and district, including pedestrian sight lines, three-dimensional schematics and computer-generated design. However, drawings generally do not provide a true "picture" of the appearance and visibility of a proposed rooftop addition. For this reason, it is often necessary to construct a rough, temporary, full-size or skeletal mock up of a portion of the proposed addition, which can then be photographed and evaluated from critical vantage points on surrounding streets.

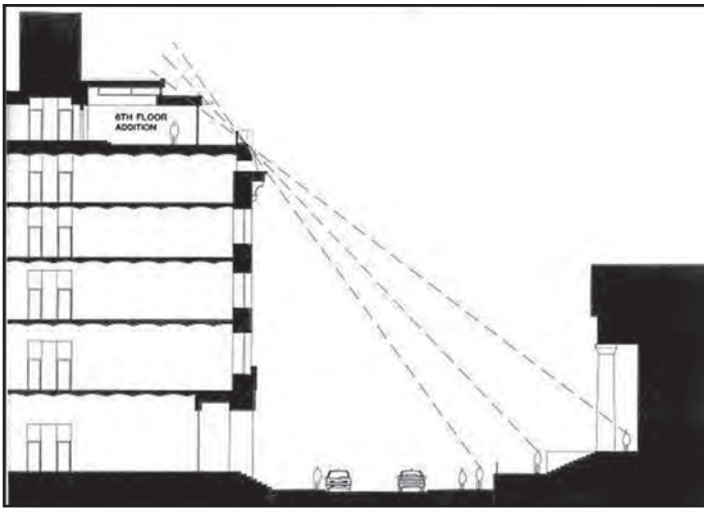


Figure 24. How to Evaluate a Proposed Rooftop Addition.
A sight-line study (above) only factors in views from directly across the street, which can be very restrictive and does not illustrate the full effect of an addition from other public rights of way. A mock up (above, right) or a mock up enhanced by a computer-generated rendering (below, right) is essential to evaluate the impact of a proposed rooftop addition on the historic building.



Figure 25. It was possible to add a compatible, three-story, penthouse addition to the roof of this five-story, historic bank building because the addition is set far back, it is surrounded by taller buildings and a deep parapet conceals almost all of the addition from below.

Figure 26. A rooftop addition would have negatively impacted the character of the primary facade (right) of this mid-19th century, four-story structure and the low-rise historic district. However, a third floor was successfully added on the two-story rear portion (below) of the same building with little impact to the building or the district because it blends in with the height of the adjacent building.





Figure 27. Although the new brick stair/elevator tower (left) is not visible from the front (right), it is on a prominent side elevation of this 1890 stone bank. The compatible addition is set back and does not compete with the historic building. Photos: Chadd Gossmann, Aurora Photography, LLC.

Designing a New Exterior Addition to a Historic Building

This guidance should be applied to help in designing a compatible new addition that will meet the *Secretary of the Interior's Standards for Rehabilitation*:

- A new addition should be simple and unobtrusive in design, and should be distinguished from the historic building—a recessed connector can help to differentiate the new from the old.
- A new addition should not be highly visible from the public right of way; a rear or other secondary elevation is usually the best location for a new addition.
- The construction materials and the color of the new addition should be harmonious with the historic building materials.
- The new addition should be smaller than the historic building—it should be subordinate in both size and design to the historic building.

The same guidance should be applied when designing a compatible **rooftop** addition, plus the following:

- A rooftop addition is generally not appropriate for a one, two or three-story building—and often is not appropriate for taller buildings.
- A rooftop addition should be minimally visible.
- Generally, a rooftop addition must be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is freestanding or highly visible.
- Generally, a rooftop addition should not be more than one story in height.
- Generally, a rooftop addition is more likely to be compatible on a building that is adjacent to similarly-sized or taller buildings.



Figure 28. A small addition (left) was constructed when this 1880s train station was converted for office use. The paired doors with transoms and arched windows on the compatible addition reflect, but do not replicate, the historic building (right).



Figure 29. This simple glass and brick entrance (left) added to a secondary elevation of a 1920s school building (right) is compatible with the original structure.

Summary

Because a new exterior addition to a historic building can damage or destroy significant materials and can change the building's character, an addition should be considered only after it has been determined that the new use cannot be met by altering non-significant, or secondary, interior spaces. If the new use cannot be met in this way, then an attached addition may be an acceptable alternative if carefully planned and designed. A new addition to a historic building should be constructed in a manner that preserves significant materials, features and form, and preserves the building's historic character. Finally, an addition should be differentiated from the historic building so that the new work is compatible with—and does not detract from—the historic building, and cannot itself be confused as historic.

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Figure 30. The small addition on the right of this late-19th century commercial structure is clearly secondary and compatible in size, materials and design with the historic building.



Figure 31. An elevator/stair tower was added at the back of this Richardsonian Romanesque-style theater when it was rehabilitated. Rough-cut stone and simple cut-out openings ensure that the addition is compatible and subordinate to the historic building. Photo: Chuck Liddy, AIA.

Acknowledgements

Anne E. Grimmer, Senior Architectural Historian, Technical Preservation Services Branch, National Park Service, revised *Preservation Brief 14*, written by Kay D. Weeks and first published in 1986. The revised Brief features all new illustrations and contains expanded and updated design guidance on the subject of new additions that has been developed by the Technical Preservation Services Branch since the original publication of the Brief. Several individuals generously contributed their time and expertise to review the revision of this *Preservation Brief*, including: Sharon C. Park, FAIA, Chief, Architectural History and Historic Preservation, Smithsonian Institution; Elizabeth Tune and Karen Brandt, Department of Historic Resources, Commonwealth of Virginia; and Phillip Wisley and David Ferro, Division of Historical Resources, Florida Department of State. The Technical Preservation Services professional staff, in particular Michael J. Auer, Jo Ellen Hensley, Gary Sachau and Rebecca Shiffer, also provided important guidance in the development of this publication. All illustrations are from National Park Service files unless otherwise credited. Front cover image: Detail of new addition shown in Figure 4. Photo: © Maxwell MacKenzie.

This publication has been prepared pursuant to the National Historic Preservation Act of 1966, as amended, which directs the Secretary of the Interior to develop and make available information concerning historic properties. The Technical Preservation Services Branch, National Park Service, prepares standards, guidelines and other educational materials on responsible historic preservation treatments for a broad public audience. Additional information about the programs of Technical Preservation Services is available on the website at www.nps.gov/history/hps/tps. Comments about this publication should be addressed to: Charles E. Fisher, Technical Preservation Publications Program Manager, Technical Preservation Services-2255, National Park Service, 1849 C Street, NW, Washington, DC 20240. This publication is not copyrighted and can be reproduced without penalty. Normal procedures for credit to the author and the National Park Service are appreciated.

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Planning Successful Rehabilitation Projects

Additions

New Additions to Historic Buildings

To meet [Standard 1](#), which states that a property shall be placed in a new use that requires minimal change to the defining characteristics of the building, it must be determined whether an historic building can accommodate a new addition. Before expanding the building's footprint, consideration should first be given to incorporating changes—such as code upgrades or spatial needs for a new use—within secondary areas of the historic building. After such an evaluation, the conclusion may be that an addition is necessary, particularly if it is needed to avoid modifications to character-defining interior elements. The addition must be designed to be compatible with the historic character of the building and thus meet the Secretary of the Interior's Standards for Rehabilitation.

In accordance with [Standard 9](#), a new addition must preserve the historic building's form/envelope, significant materials and features; must be compatible with the historic building's massing, size, scale, and architectural features; and must be differentiated from the historic building to preserve its character. [Standard 10](#) calls for new additions to be constructed in such a manner that the essential form and integrity of the historic property be unimpaired if the new work were to be removed in the future. Limiting the removal of historic materials and utilizing existing doors or enlarging windows to transition to the new addition may accomplish this. The Guidelines for Rehabilitating Historic Buildings also recommend locating a new addition at the rear or on an inconspicuous side of a historic building. Additional NPS guidance is contained in [Interpreting the Standards Bulletins](#) and [Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns](#).

There is no formula or prescription for designing a compatible new addition. A new addition to a historic building that meets the Standards can be any architectural style—traditionalist, contemporary or a simplified version of the historic building. However, there must be a balance between differentiation and compatibility in order to maintain the historic character and the very identity of the building being enlarged. New additions that are either identical to the historic building or in extreme contrast to it fall short of this balance. Inherent in all of the guidance is the concept that an addition needs to be subordinate to the historic building. General parameters are outlined below to provide guidance and to assist building owners in meeting the Standards.

Placement or location of the new addition on the site

A new addition is most appropriately located where its visibility from the primary views of the historic building is minimized. This is often a rear or obscure elevation. However, rear or side elevations may not always be sufficiently secondary to be suitable locations for an addition, particularly when a historic building is visually prominent from many vantage points.

Site characteristics therefore, are significant factors to consider in the process of determining the appropriate location for a new addition. When planning an addition, preserving significant landscape features – including vegetation, grading, walls, fences, walkways, driveways – and other important historic features of the historic property must be taken into account. Furthermore, significant archeological resources must also be considered when evaluating the placement of an addition and, as appropriate, mitigation measures must be implemented if they are to be disturbed.

A careful site analysis can identify suitable locations for an addition that take advantage of site features such as topographic changes and other factors that may lessen the impact of an addition. Opportunities for locating an addition partially or entirely below ground, or set behind other site features that can screen the visibility of new construction should be evaluated.

Size, scale, and massing of the new addition

The size, scale, and massing of a new addition all pertain to the addition's overall volume and three-dimensional qualities. Taken together, size, scale and massing are critical elements for ensuring that a new addition is subordinate to the historic building, thus preserving the historic character of a historic property. Typically, a compatible addition should be smaller than the historic building in both height and footprint. However, there are other considerations that may allow moving away from this basic concept.

Depending on its location, it may be possible that an addition slightly taller or slightly larger than the historic building may be acceptable, as long as it is visually subordinate to the historic building. In some cases, separating the addition from the historic building with a small hyphen can reduce the impact of an addition that is larger than the historic building. Another way of minimizing the impact of a new addition to an historic building is to offset it or step it back from the mass of the historic building.

Differentiating the new addition from the historic building

To preserve a property's historic character, a new addition must be visually distinguishable from the historic building. [Section 67.7\(c\)](#) of the program regulations cautions "exterior additions that duplicate the form, material, and detailing of the structure to the extent that they compromise the historic character of the structure will result in denial of certification." This does not mean that the addition and historic building should be glaringly different in terms of design, materials and other visual qualities. Instead, the new addition should take its design cues from, but not copy, the historic building.

Differentiating the new from the old, yet still respecting the architectural qualities and vocabulary of the old, can be accomplished through a variety of design techniques, including:

- Incorporating a simple, recessed, small-scale hyphen to physically separate the old and the new volumes or setting the addition back from the wall plane(s) of the historic building.
- Avoiding any approaches that unify the two volumes into a single architectural whole. The coordination of individual features between the new addition and the historic building will not necessarily impair the existing building's historic character as long as the new structure is clearly differentiated and distinguishable as a new addition so that the identity of the historic structure is not lost altogether in a new and larger composition. The historic building must be clearly identifiable and its physical integrity must not be compromised by the new addition.
- Using building materials in the same color range or value as those of the historic building. The materials used on the new addition need not be the same as those on the historic building; however, new materials that highly contrast the historic ones should be avoided.
- Basing the size, rhythm and alignment of the new addition's window and door openings on those of the historic building.
- A new addition should also respect the architectural expression of the historic building type. For example, an addition to an institutional building should maintain the architectural character associated with this building type rather than using details and elements typical of residential or other building types.

The techniques listed above are merely examples of ways to differentiate a new addition from the historic building while ensuring that the addition is compatible with it. Other ways of differentiating a new addition from the historic building may be used as long they maintain the primacy of the historic building.

Working within these basic principles still allows for a broad range of architectural expression that can range from stylistic similarity to contemporary distinction. The recommended design approach for an addition is one that neither copies the historic building exactly nor stands in stark contrast to it.

New additions in densely-built environments

A densely-built neighborhood such as a downtown commercial core offers an opportunity to design an addition that can have a minimal impact on the historic building. Often the site for such an addition is vacant land where an independent building formerly stood. Treating the addition as a separate or infill building may be the route to having the least impact on the historic building. In these instances there may be no need for a direct visual link to the historic building, but the addition must still respect the scale of the historic building and those around it. Height and setback from the street should generally be consistent with those of the historic building and other surrounding buildings. There may be an opportunity for a larger addition when the facade of the addition can be broken up into elements that are consistent with the scale of the historic building and the adjacent building.

New additions in historic districts

When a building's historic status derives from its inclusion in an historic district, it is also necessary to look beyond the building itself in evaluating an addition. Relevant guidance comes from [36 CFR Part 67.6 \(b\)\(6\)](#) , of the program regulations and this guidance makes clear that all aspects of a rehabilitation, including a new addition, will be reviewed first as they affect the historic building and second as they affect the district in which the building is located. Additions to historic buildings may not cause the demolition of an adjacent certified historic structure for a rehabilitation project seeking certification according to [36 CFR Part 67.6 \(b\)\(5\)](#) .



Office Use Only

Date Filed: _____

Received By: _____

Review:

☐ Administrative

☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

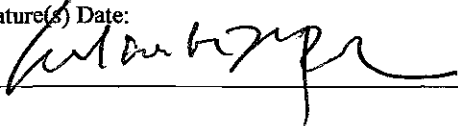
The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:



10/1/13

Please type or print name(s) clearly:

Nelson M. Dela Rosa

Exhibit A.

Request for Certificate of Appropriateness

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5–8.

1. PROPERTY ADDRESS:

1611 E.Walnut St. Springfield, MO 65802

2. APPLICANT:

Name(s): **Nelson M. Dela Rosa**

If corporation: Corporate official: _____

(corporate seal)

Mailing address: **1611 E.Walnut St. Sprongfield, MO** Zip Code: **65802**

Telephone number: **417 766-4753** Fax number: **417 820-7852**

e-mail: **nmdelarosamd@msn.com**

3. AUTHORIZED REPRESENTATIVE: *(The representative should have the authority to commit the applicant to changes that may be suggested by the Board).*

Name: **Craig Conklin** Signature: _____

Address: **1319 W.McGuffey Ozark, MO 65721** Telephone: **417 225-2419** Fax: _____

e-mail: _____

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)*

Date of discussion: **9/26/13**

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- | | | |
|---|--|---|
| ☒ Addition (1, 2, 3, 7) | ☐ Handicapped Ramp (1, 2, 3) | ☐ Sidewalk (1, 3) |
| ☐ Awnings (2, 3, 4 or 5, 6) | ☐ New Construction (1, 2, 3, 7) | ☐ Siding (3, 4 or 5) |
| ☐ Building Relocation (1, 2, 3, 7) | ☐ Parking (1, 3) | ☐ Sign (1, 2, 3, 6) |
| ☐ Demolition (1, 2, 3, 7) | ☐ Porch (1, 2, 3) | ☐ Window (2, 3, 4 or 5, 6) |
| ☐ Door (2, 3, 4 or 5, 6) | ☐ Retaining Wall (1, 2, 3) | ☐ Archeological Site (1, 3, 8) |
| ☐ Fence (1, 2, 3, 5) | ☐ Roof-New (3, 4 or 5, 7) | |
| ☐ Guttering (2, 3, 4 or 5, 6) | ☐ Re-roof (3, 4) | |

☐ Other (Specify) _____

- 1-Site plans
- 2-Elevations
- 3-Photographs
- 4-Sample of materials to be used

- 5-Product literature
- 6-Drawing
- 7-Exhibit C-Why proposed work should be approved
- 8-State Historic Preservation Officer Comments

2. DESCRIPTION OF PROPOSED WORK: (Attach additional pages if necessary.)

24.5'x 17'one bedroom additon at the northwest corner of the main structure. (see site plan.) It would have a bathroom, mini-kitchenette & walk-in-closet as reflected on the drawings/elevation plan. Exterior will match the existing stone & siding. Sample of the stone is shown in the photo.

NOTE: An application is considered incomplete until **all** supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.

Exhibit C.

WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

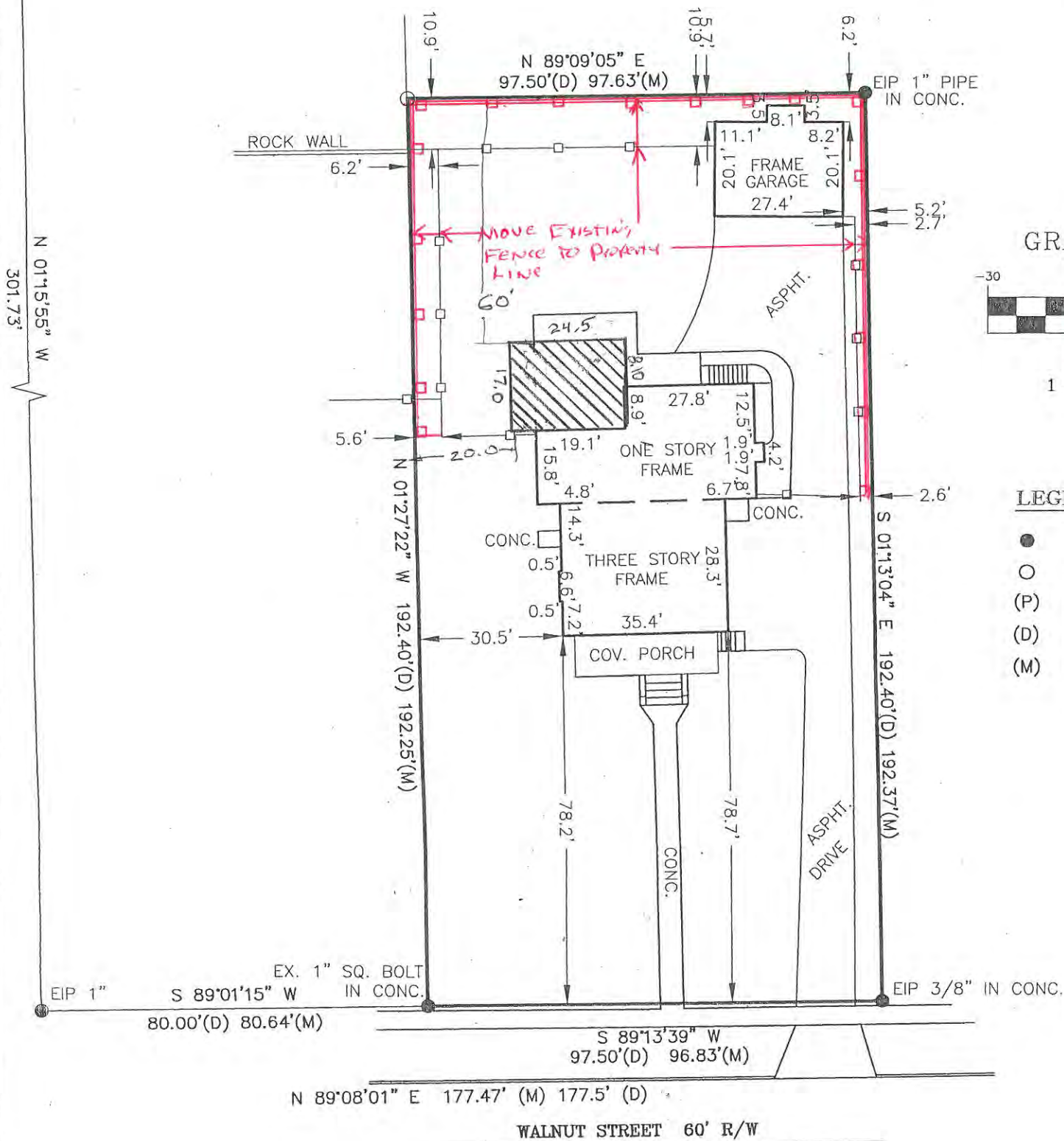
When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

Essentially the addition will be in keeping with the rest of the existing house. Windows & doors will be exactly the same finish & style of the current house. The siding & stone material will match the current exterior. Our goal is to maintain & preserve the historic character of the property & still providing a bedroom space in the main floor of the house to accomodate my elderly parents who visits us regularly. Currently the house only has bedrooms in the second floor. Of note, our remodeler will be Mr. Craig Conklin. The previous owner Dr. Alan Shapiro commissioned Mr. Conklin for a more extensive renovation back in 2002.

EIP 1/2"

PROPERTY SURVEY

1611 E. WALNUT ST.
SPRINGFIELD MO.



GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

LEGEND

- EXISTING IRON PIN
- SET IRON PIN
- (P) PLAT
- (D) DEED
- (M) MEASURED

BASES OF BEARING

ASSUMED NORTH BASED ON PLAT

SURVEY CLASSIFICATION

"URBAN"

RECORD SOURCE

GENERAL WARRANTY DEED
BOOK: 2013, PAGE: 13162-13

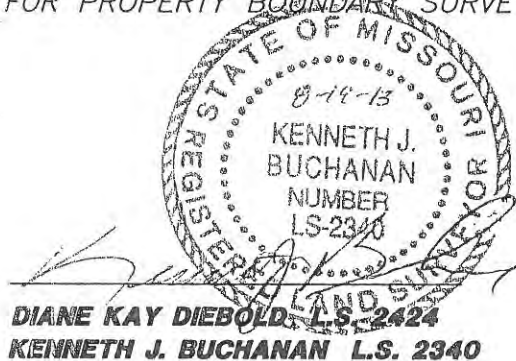
RECORD DESCRIPTION

ALL OF THE SOUTH 192.4 FEET OF THE EAST
97.5 FEET OF THE WEST 177.5 FEET OF LOT ONE
(1) IN BIGBEE'S SUBDIVISION, IN THE CITY OF
SPRINGFIELD, GREENE COUNTY, MISSOURI.

SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT AT THE REQUEST OF: NELSON DELAROSA, I HAVE MADE AN ACTUAL AND ACCURATE SURVEY OF THE LAND DESCRIBED HEREON AND FOUND THE CONDITIONS TO BE AS INDICATED. IN MY OPINION THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

ALL PLATS THAT DO NOT SHOW
A SEAL IMPRINT IN RED INK
MAY HAVE BEEN FRAUDULENTLY
ALTERED. ALL INFORMATION
SHOULD BE DISREGARDED UNLESS
VERIFIED BY THE PROFESSIONAL
LAND SURVEYOR WHOSE SIGNATURE
APPEARS ON THIS DOCUMENT.

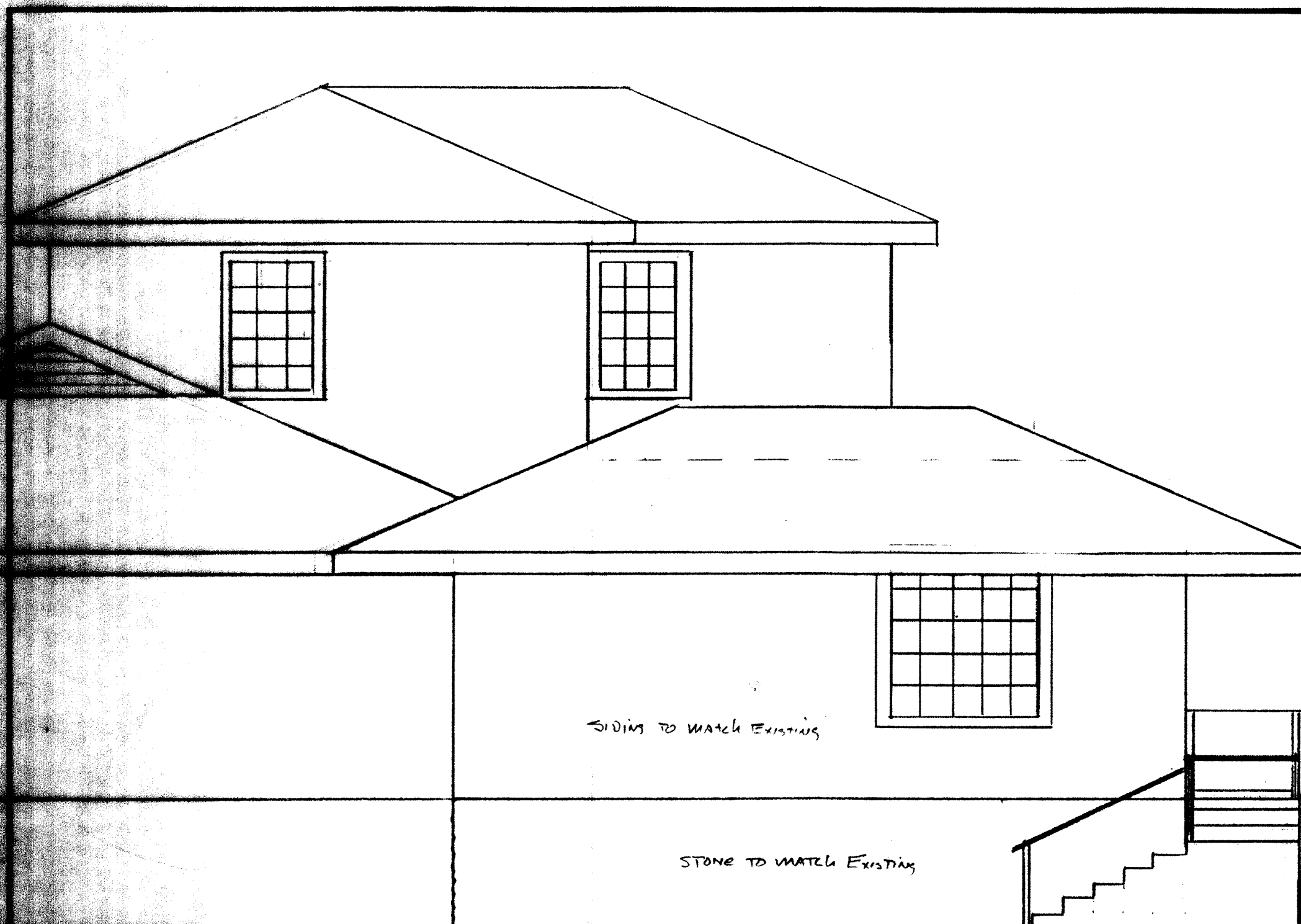


SURVEYED FOR: NELSON DELAROSA	
SECTIONAL MAP	
R 21 W	
SEC. 19	
T 29 N	
W.O.#	213064
DATE:	8-19-2013
DRAWN BY:	TRR
CHECKED BY:	KJB
REVISED:	
SCALE:	1" = 30'
SHEET:	1 OF 1

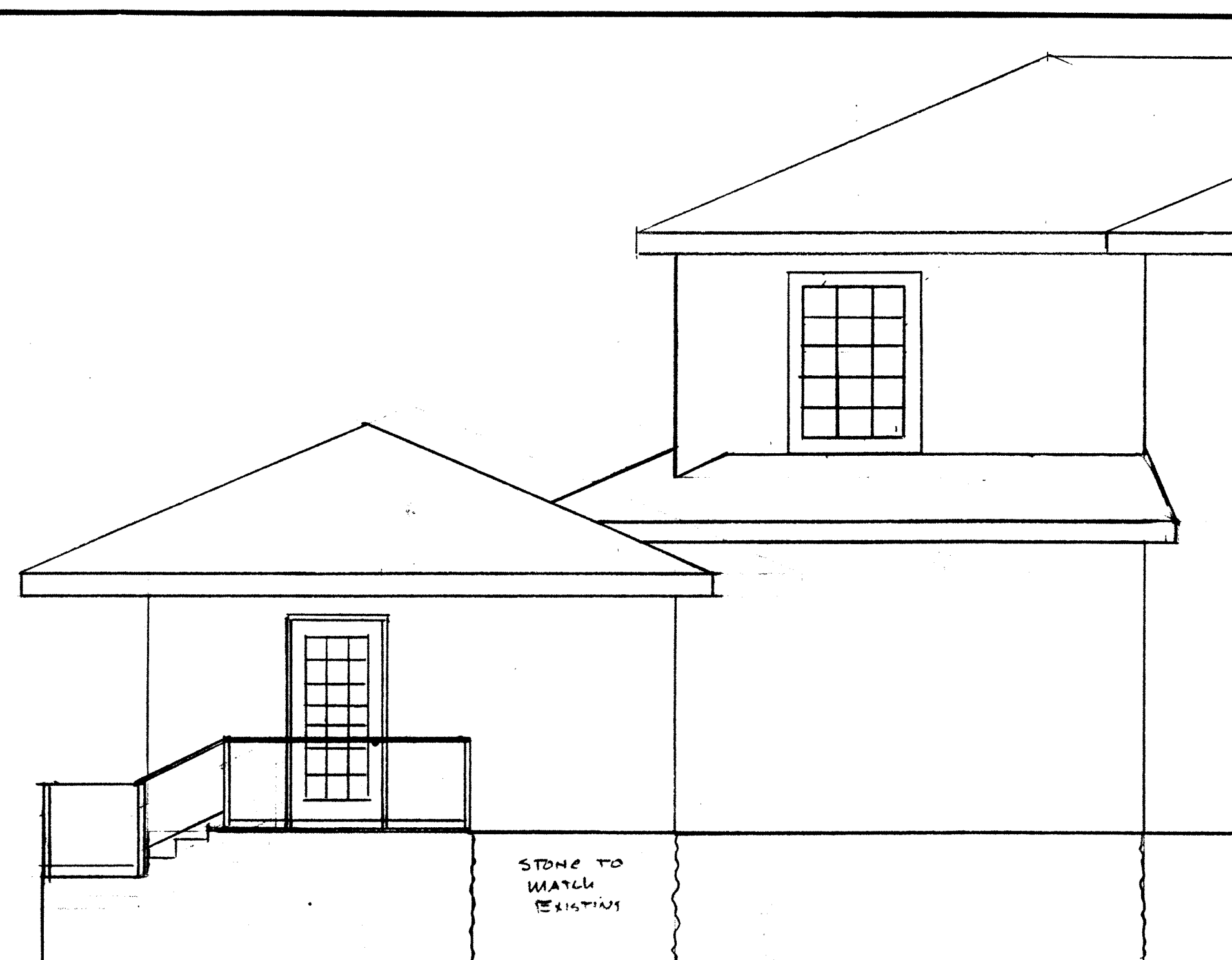


ROZELL SURVEY CO.
1031 E. BATTLEFIELD STE 118
SPRINGFIELD, MISSOURI 65807

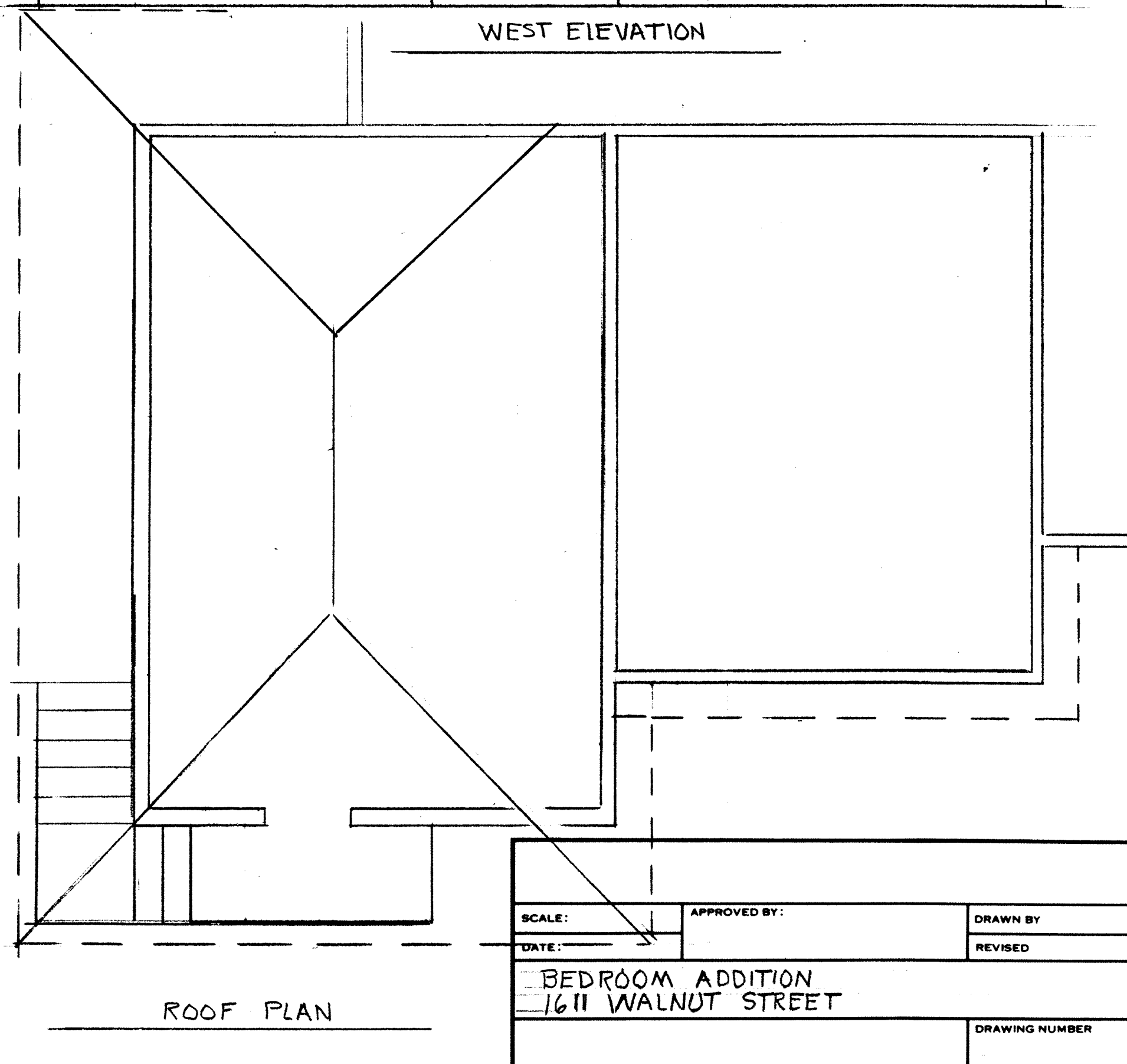
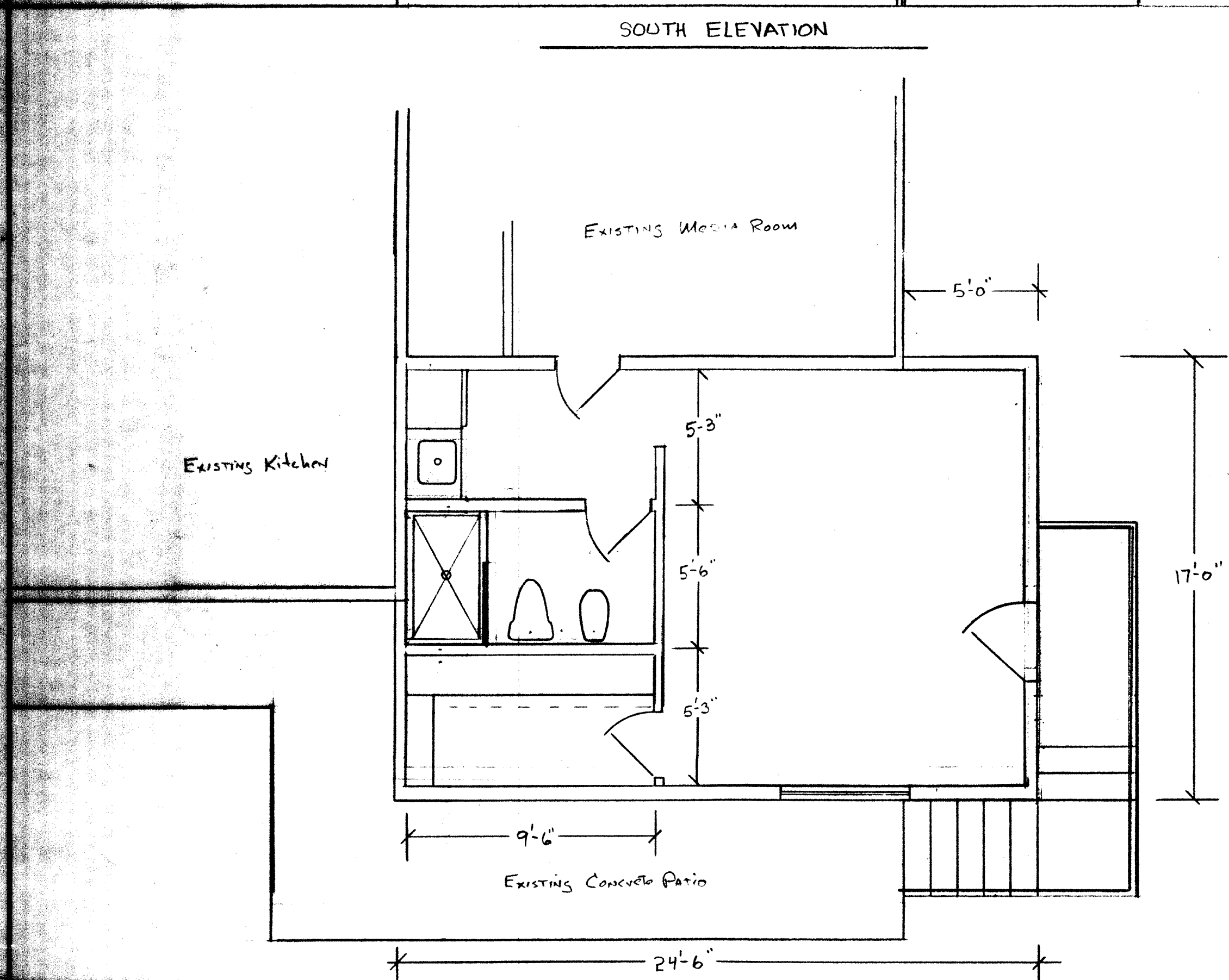
PHONE: (417) 881-0505
FAX: (417) 881-0564



SOUTH ELEVATION



WEST ELEVATION



SCALE:	APPROVED BY:	DRAWN BY:
DATE:		REVISED:
BEDROOM ADDITION 1611 WALNUT STREET		
		DRAWING NUMBER



AV
417-868-1717





















LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

WALNUT STREET URBAN CONSERVATION DISTRICT – EAST

DATE: October 25, 2013

PROPOSAL:

1. On the north side of the house, replace existing door with a new wood, full view door with grids and changing the swing of the door from right to left.
2. On the north side, remove the existing window and create an opening for a new door that matches the style of the door above. Add a roof overhang to match the existing one on the north side.
3. On the north side, add a new 16' x 10' wood deck
4. On the south side, add new landscaping and berms around the front porch area

BACKGROUND:

LOCATION: 1485 E. Walnut Street

APPLICANT: Tammy Seiferd

RECOMMENDATION:

Staff recommends **approval**, but requests additional product literature or other information be provided prior to certificate being issued.

FINDINGS:

1. The house at 1485 E. Walnut Street is a contributing structure in the Walnut Street National Historic District.
2. The proposed changes to the north side of the house will not be viewable from Walnut Street.

3. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
4. A few of the proposed items need more detailed information as required by the application.

PROJECT COORDINATOR:

Daniel Neal
Senior Planner

ATTACHMENT A
BACKGROUND REPORT
1485 E. Walnut Street

APPLICANT'S PROPOSAL:

The applicant is proposing to add landscaping and berms to the front yard and add a new deck and door to the rear of the structure.

STAFF COMMENTS:

1. The Walnut Street Design Guidelines state that the applicant should consider locating additions at rear or side of structure, out of view of the street. Staff has concluded that significant exterior changes would follow the same considerations. The proposed door and deck changes will not be visible from Walnut Street; however, the proposed work will significantly change the view from Weller Avenue. Staff has attached for review the Secretary of Interiors Standards for Rehabilitation for preserving historic sites and their features.
2. The Secretary of Interior Standards for Rehabilitation state that any new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. The new doorway and roof overhang will need to be differentiated from the original doorway and roof overhang to the west for these standards to be followed.
3. The applicant did not provide additional details on a few work items and staff is requesting more information, but if additional information is provided at the meeting, then the board can make an alternate decision. Staff needs product literature or more details on the type of door being proposed, the type of material being used for the deck and any other deck finishings or details, and clarification on materials to be used for framing the door and building the new roof overhang.
4. Staff does not have any concerns with the landscaping or berms because they are removable features.
5. Staff and the board would recommend that any bricks that can be preserved when the window is converted to a doorway be retained on-site for future repairs and projects.
6. All proposed work is required to receive a building permit to be issued by Building Development Services. All other requirements of the Walnut Street UCD, Zoning Ordinance and Building Code shall apply.

ATTACHMENT B
DESIGN STANDARDS & GUIDELINES
1485 E. Walnut Street

PERTINENT SECRETARY OF THE INTERIOR'S STANDARDS (FOR REHABILITATION)

2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

PERTINENT WALNUT STREET DESIGN GUIDELINES

NEW ADDITIONS:

The Applicant Should Consider:

1. Locating additions at rear or side of structure, out of view of the street.
2. Using a design that is sympathetic to the original structure but contemporary in spirit.
3. Using building materials and decorative treatments that are compatible with the historic structure.
4. Designing the addition so as to prevent removal of historic elements on the principal structure.

The Applicant Should Avoid:

1. Constructing additions that overpower the existing structure.
2. Constructing an addition on the principal elevation(s).
3. Constructing additions with false historic appearance.
4. Altering the existing historic roofline to accommodate an addition.

(See also specific appropriate headings: Roofs, Siding, Trim, Doors, Windows, etc.)

WINDOWS:

The Applicant Should Consider:

1. Retaining all original windows in place.
2. Repairing the original window or, if not feasible,

3. Replacing the window in kind, recognizing the importance of sash type, size, muntins, mullions, and glass.
4. Using interior or exterior storm windows that match size, meeting rails, and heads of the original windows.
5. Using clear glass.
6. Installing “greenhouse” windows and skylights on side and rear elevations.

The Applicant Should Avoid:

1. Altering the size or type of windows.
2. Changing the location of windows.
3. Partially or wholly blocking windows.
4. Using glass that isn’t clear unless colored or stained glass is historically documented or appropriate.
5. Installing “greenhouse” windows and skylights on principal elevations.

DOORS:

The Applicant Should Consider:

1. Retaining all elements of all historic doors including, but not limited to, sidelights, transoms, glazed areas, trim, hardware, knobs, knockers and bells.
2. Repairing the historic doors or, if not feasible,
3. Replacing historic doors in kind.

The Applicant Should Avoid:

1. Altering the size, type or style of doors.
2. Changing the location of doors.
3. Adding new doorways on principal elevations.

ORDINANCE REVIEW

In addition, General Ordinance No. 3549 & 3560, which created the Walnut Street Urban Conservation district-East states:

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Urban Conservation District (UCD) or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
1485 E. Walnut Street

ARCHITECTURAL SIGNIFICANCE:

1. Built by Guy Reed, a grocer by trade, between 1926-1927. The house is a Colonial Revival with a concrete foundation, gabled roof and brick veneer exterior. The eaves project on the gabled roof house with a moulded cornice. There are jerkinheads on each of the gables. At the gable corners are notable cornice returns. The face of the gable is covered with stucco. The facade is three bay with flat arch lintels at the openings. The windows are six over six light sash doubled at each bay. Centered over the entrance is a covered portico on an otherwise open porch. The porch roof is gabled with a jerkinhead roof at the apex. The face of the pediment is stucco. The entablature is notably broad with round wooden columns with Tuscan capitals supporting it. The porch itself is of brick. Around the house is a watertable of vertically placed stretcher brick.



site



HISTORICAL OVERVIEW

[Identify](#) [Protect](#) [Repair](#) [Replace](#) [Missing feature](#) [Alterations/Additions](#)

Identify, Retain and Preserve

RECOMMENDED

Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments; water features including fountains, streams, pools, or lakes; and subsurface archeological features which are important in defining the history of the site.



The historic building site shown is important to the overall character of the property because of its design and materials, which include the iron fence along the sidewalk, the curved walk leading to the porch, and the various plantings. If the front yard were to be converted to off-street parking, this character would be drastically changed. Photo: NPS files.

-GUIDELINES-

[The Approach](#)

Exterior Materials

[Masonry](#)

[Wood](#)

[Architectural Metals](#)

Exterior Features

[Roofs](#)

[Windows](#)

[Entrances + Porches](#)

[Storefronts](#)

Interior Features

[Structural System](#)

[Spaces/Features/Finishes](#)

[Mechanical Systems](#)

[Site](#)

[Setting](#)

Special Requirements

[Energy Efficiency](#)

[New Additions](#)

[Accessibility](#)

[Health + Safety](#)

THE STANDARDS

Retaining the historic relationship between buildings and the landscape.

NOT RECOMMENDED

Removing or radically changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.

Removing or relocating buildings or landscape features, thus destroying the historic relationship between buildings and the landscape.

Removing or relocating historic buildings on a site or in a complex of related historic structures--such as a mill complex or farm--thus diminishing the historic character of the site or complex.

Moving buildings onto the site, thus creating a false historical appearance.

Radically changing the grade level of the site. For example, changing the grade adjacent to a building to permit development of a formerly below-grade area that would drastically

change the historic relationship of the building to its site.

top

Protect and Maintain

RECOMMENDED

Protecting and maintaining buildings and the site by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape.

Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archeological resources.

Surveying and documenting areas where the terrain will be altered to determine the potential impact to important landscape features or archeological resources.

Protecting, e.g., preserving in place important archeological resources.

Planning and carrying out any necessary investigation using professional archeologists and modern archeological methods when preservation in place is not feasible.



*This archeological investigation was carried out using professional archeologists and modern archeological methods.
Photo: NPS files.*

Preserving important landscape features, including ongoing maintenance of historic plant material.

Protecting the building and landscape features against arson and vandalism before rehabilitation work begins, i.e., erecting protective fencing and installing alarm systems that are keyed into local protection agencies.

Providing continued protection of historic building materials and plant features through appropriate cleaning, rust removal, limited paint removal, and re-application of protective coating systems; and pruning and vegetation management.

Evaluating the overall condition of the materials and features of the property to determine whether more than protection and maintenance are required, that is, if repairs to building and site features will be necessary.

NOT RECOMMENDED

Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly.

Introducing heavy machinery into areas where it may disturb or damage important landscape features or archeological resources.

Failing to survey the building site prior to the beginning of rehabilitation work which results in damage to, or destruction of, important landscape features or archeological resources.



The landscape and landscape features around a historic building are often important aspects of its character or that of the historic district in which it is located. In preparation for a project that involved re-development of the site for low-rise apartments, the surviving landscape features--both plant materials and architectural elements--were destroyed. Photo: NPS files.

Leaving known archeological material unprotected so that it is damaged during rehabilitation work.

Permitting unqualified personnel to perform data recovery on archeological resources so that improper methodology results in the loss of important archeological material.

Allowing important landscape features to be lost or damaged due to a lack of maintenance.

Permitting the property to remain unprotected so that the building and landscape features or archeological resources are damaged or destroyed.

Removing or destroying features from the building or site such as wood siding, iron fencing, masonry balustrades, or plant material.

Failing to provide adequate protection of materials on a cyclical basis so that deterioration of building and site features results.

Failing to undertake adequate measures to assure the protection of building and site features.

top

Repair

RECOMMENDED

Repairing features of the building and site by reinforcing historic materials.

NOT RECOMMENDED

Replacing an entire feature of the building or site such as a fence, walkway, or driveway when repair of materials and limited compatible replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building or site feature or that is physically or chemically incompatible.

top

Replace

RECOMMENDED

Replacing in kind an entire feature of the building or site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include an entrance or porch, walkway, or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Replacing deteriorated or damaged landscape features in kind.



As part of a rehabilitation project, the deteriorated limestone walkways are being replaced in kind. Photo: NPS files.

NOT RECOMMENDED

Removing a feature of the building or site that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Adding conjectural landscape features to the site such as period reproduction lamps, fences, fountains, or vegetation that are historically inappropriate, thus creating a false sense of historic development.

top

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Design for the Replacement of Missing Historic Features

RECOMMENDED

Designing and constructing a new feature of a building or site when the historic feature is completely missing, such as an outbuilding, terrace, or driveway. It may be based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building and site.

NOT RECOMMENDED

Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new building or site feature that is out of scale or of an otherwise inappropriate design.

Introducing a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.

100

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Alterations/Additions for the New Use

RECOMMENDED

Designing new onsite parking, loading docks, or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of historic relationship between the building or buildings and the landscape.



*This large new parking lot has destroyed distinctive site features in the process.
Photo: NPS files.*

Designing new exterior additions to historic buildings or adjacent new construction which is compatible with the historic character of the site and which preserves the historic relationship between the building or buildings and the landscape.

Removing non-significant buildings, additions, or site features which detract from the historic character of the site.

NOT RECOMMENDED

Locating any new construction on the building site in a location which contains important landscape features or open space, for example removing a lawn and walkway and installing a parking lot.

Placing parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or landscape features, or be intrusive to the building site.

Introducing new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color, and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Removing a historic building in a complex of buildings; or removing a building feature, or a landscape feature which is important in defining the historic character of the site



Office Use Only

Date Filed: _____

Received By: _____

Review:

☐ Administrative

☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

Tammie Seiferd

10-8-13

Please type or print name(s) clearly:

Tammie Seiferd

Exhibit A.

Request for Certificate of Appropriateness

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8.

1. PROPERTY ADDRESS:

1485 E. Walnut

2. APPLICANT:

Name(s): Tammie Seiferd

If corporation: Corporate official: _____

Mailing address: 3701 Southern Hills Dr. Nixa, Mo 65804 (corporate seal)
Zip Code: _____

Telephone number: 417-880-1224 Fax number: _____

e-mail: ozarkmom@gmail.com or tseiferd@murney.com

3. AUTHORIZED REPRESENTATIVE: *(The representative should have the authority to commit the applicant to changes that may be suggested by the Board).*

Name: _____ Signature: _____

Address: _____ Telephone: _____ Fax: _____

e-mail: _____

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)*

Date of discussion: _____

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and **must** be attached. See Instructions, page 5. **Maximum size for drawings: 11 x 17 inches.** NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- | | | |
|--|--|---|
| ☐ Addition (1, 2, 3, 7) | ☐ Handicapped Ramp (1, 2, 3) | ☐ Sidewalk (1, 3) |
| ☐ Awnings (2, 3, 4 or 5, 6) | ☐ New Construction (1, 2, 3, 7) | ☐ Siding (3, 4 or 5) |
| ☐ Building Relocation (1, 2, 3, 7) | ☐ Parking (1, 3) | ☐ Sign (1, 2, 3, 6) |
| ☐ Demolition (1, 2, 3, 7) | ☒ Porch (1, 2, 3) | ☐ Window (2, 3, 4 or 5, 6) |
| ☒ Door (2, 3, 4 or 5, 6) | ☐ Retaining Wall (1, 2, 3) | ☐ Archeological Site (1, 3, 8) |
| ☐ Fence (1, 2, 3, 5) | ☐ Roof-New (3, 4 or 5, 7) | |
| ☐ Guttering (2, 3, 4 or 5, 6) | ☐ Re-roof (3, 4) | |

☐ Other (Specify) Deck and landscaping

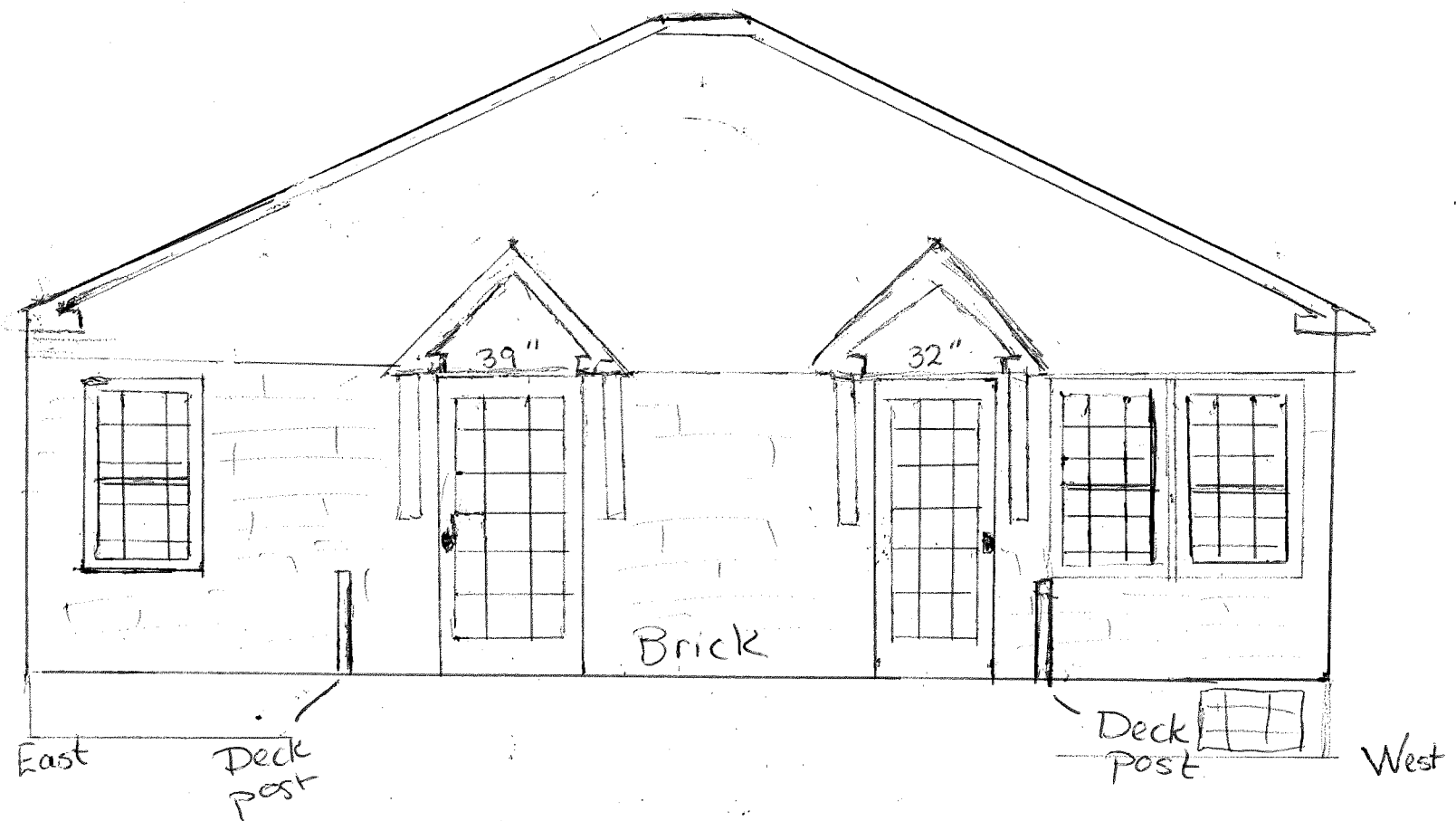
- 1-Site plans
- 2-Elevations
- 3-Photographs
- 4-Sample of materials to be used

- 5-Product literature
- 6-Drawing
- 7-Exhibit C-Why proposed work should be approved
- 8-State Historic Preservation Officer Comments

2. DESCRIPTION OF PROPOSED WORK: (Attach additional pages if necessary.)

1. Will change out a door on back side of house to a full view w/grids. The swing will change from a Right to left.
2. The window located 17' from the west side of the house will become a door as well. It will match the style of the door above. A roof overhang will be added to match the one that is above the #1 door.
3. A deck will be added. It will be approximately 16 x 10.
4. Landscaping will be added to front. Will need to berm area around front porch so no more than 24" due to lack of railing.

NOTE: An application is considered incomplete until all supporting materials, as specified in Item 1 above, are attached. Incomplete applications will **not** be processed or scheduled for a public hearing.



This is the back of house
 Door on right is existing
 adding a new style door. Door
 on left will be put where a
 window is now. In keeping
 with suggestions from the board
 by doing this I will not have a
 problem getting matching brick.

The porch over right door is existing
 and I will add another to match in
 style.

House

landscaping

Deck

Approximately 16 x 10

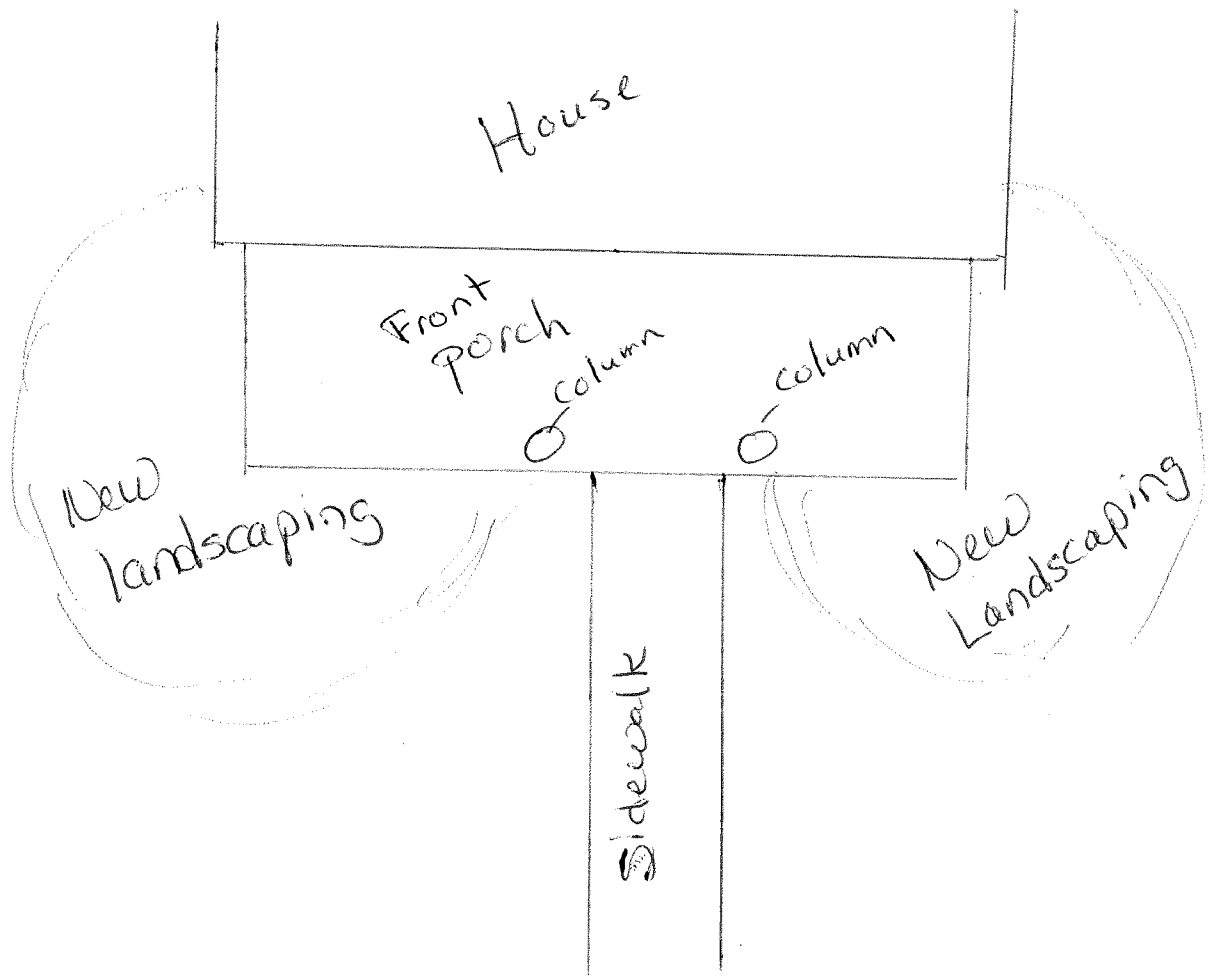
Steps

Steps

Steps

Garage

Landscaping



- * need to bring the area around porch (berm) up so there is no more than a 24" drop off due to no railing on the porch.



Address **1491 East Walnut Street**

Address is approximate

1485 E. Walnut Street









LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

COMMERCIAL STREET HISTORIC DISTRICT

DATE: October 25, 2013

BACKGROUND:

LOCATION: 420 E. Commercial Street

APPLICANT: The Kitchen, Inc.

PROPOSAL:

1. Remove the existing chimney on the west side of the building from the top of the roof area and down approximately fifteen (15) feet

RECOMMENDATION:

The request be **approved**.

FINDINGS:

1. The request is consistent with the Commercial Street Design Guidelines and Secretary of Interior Standards of Rehabilitation.
2. The described chimney was a later addition to the historic structure and has become a safety concern.

PROJECT COORDINATOR:

Daniel Neal
Senior Planner

ATTACHMENT A
BACKGROUND REPORT
420 E. Commercial

APPLICANT'S PROPOSAL:

The applicant is requesting a Certificate of Appropriateness to take down the existing chimney on the west side of the building from top of roof area down approximately 15 feet.

STAFF COMMENTS:

1. The proposal meets the Secretary of Interior Standards of Rehabilitation and Commercial Street Design Guidelines by removing a feature that does not contribute to the buildings historic significance.
2. The chimney is not in use and there are concerns about its structural integrity.

ATTACHMENT B
PERTINENT DESIGN GUIDELINES
420 E. Commercial

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION:

2. The historic character of a property will be retained and preserved. The removal of historic material or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property will be preserved.
9. New addition, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the historic integrity of the property and its environment.

ORDINANCE REVIEW

In addition, the Zoning Ordinance states:

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Historic Landmark or Historic District or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
420 E. Commercial

ARCHITECTURAL SIGNIFICANCE:

1. The Architectural Survey that was done on this building stated the following about it:

Although this building is now considered one building it appears to have been three separate buildings. They are two story, wood frame and masonry load bearing. The exterior is very simple. The front has been stuccoed and does not have the detailing that is typical of most other buildings along Commercial Street.

2. The narrative accompanying the Commercial Street district's National Register nomination stated the following about this property:

Constructed between 1902 and 1910. 424-28 East Commercial, occupied at an early date by the Odd Fellows, has been transmogrified by stucco and a non-cementitious sheath incorporating black Cararra glass.



Office Use Only

Date Filed: _____

Received By: _____

Review:

☐ Administrative

☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

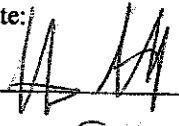
The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

 OCTOBER 14, 2013
John Gill

Please type or print name(s) clearly:

John Gill / John M Gill Masonry Co Inc

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and must be attached. See Instructions, page 5. Maximum size for drawings: 11 x 17 inches. NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- ☐ Addition (1, 2, 3, 7)
- ☐ Awnings (2, 3, 4 or 5, 6)
- ☐ Building Relocation (1, 2, 3, 7)
- ☒ Demolition (1, 2, 3, 7)
- ☐ Door (2, 3, 4 or 5, 6)
- ☐ Fence (1, 2, 3, 5)
- ☐ Guttering (2, 3, 4 or 5, 6)

- ☐ Handicapped Ramp (1, 2, 3)
- ☐ New Construction (1, 2, 3, 7)
- ☐ Parking (1, 3)
- ☐ Porch (1, 2, 3)
- ☐ Retaining Wall (1, 2, 3)
- ☐ Roof-New (3, 4 or 5, 7)
- ☐ Re-roof (3, 4)

- ☐ Sidewalk (1, 3)
- ☐ Siding (3, 4 or 5)
- ☐ Sign (1, 2, 3, 6)
- ☐ Window (2, 3, 4 or 5, 6)
- ☐ Archeological Site (1, 3, 8)

☐ Other (Specify) _____

- 1-Site plans
- 2-Elevations
- 3-Photographs
- 4-Sample of materials to be used

- 5-Product literature
- 6-Drawing
- 7-Exhibit C-Why proposed work should be approved
- 8-State Historic Preservation Officer Comments

2. DESCRIPTION OF PROPOSED WORK: (Attach additional pages if necessary.)

Take down existing chimney on the west side of building from top of roof area down approx. 15 feet. The chimney is not in use, and cannot be used because of the structural integrity of the chimney.

NOTE: An application is considered incomplete until all supporting materials, as specified in Item 1 above, are attached. Incomplete applications will not be processed or scheduled for a public hearing.

Exhibit A.

Request for Certificate of Appropriateness

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8.

1. PROPERTY ADDRESS:

420 Commercial St. (TEAR DOWN EXISTING CHIMNEY ON
WEST SIDE OF BUILDING)

2. APPLICANT:

Name(s): THE Kitchen, Inc.

If corporation: Corporate official: _____

(corporate seal)

Mailing address: 1630 N Jefferson Springfield Mo Zip Code: 65803

Telephone number: 837-1900 Fax number: 831-6709

e-mail: www.thekitcheninc.org

3. AUTHORIZED REPRESENTATIVE: (The representative should have the authority to commit the applicant to changes that may be suggested by the Board).

Name: Jeff Zens COO Signature: [Signature]

Address: 1630 N Jefferson Spld 03 Telephone: 837-1800 Fax: 831-6709

e-mail: jzens@thekitcheninc.org

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: (Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)

Date of discussion: Friday 10/11/13
Daniel Neal

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit C.

WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

The chimney is not safe and the structural integrity of the chimney is not stable. It appears that the chimney was a after thought when the building was built and was done after construction of the Missouri Hotel to raise the chimney height above roof level so the chimney would draw.





**ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS
NOTICE OF DECISION**

Address: **420 E. Commercial Street**

On October 16, 2013, the Landmarks Board staff found the following to be a matter of fact:

That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.

That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).

That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance and Building Code.

Based on this finding of fact, staff approved the following work item(s):

1. On the front and rear elevations of the building as described in attached narrative, tuckpoint and repair mortar joints to insure the structural integrity. The mortar composition and coloring details are described in the attached narrative.

Approval of these work items does not constitute approval of plans for building code purposes or for rehabilitation tax credits nor does it certify that the zoning is appropriate for the proposed uses.

This certificate expires after six months.



for Director
Planning and Development

Date



Office Use Only

Date Filed: _____

Received By: _____

Review:

☐ Administrative

☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:

 OCTOBER 14 2013

 John Gill

Please type or print name(s) clearly:

John Gill / John M Gill Masonry & Inc

Exhibit A.

Request for Certificate of Appropriateness

Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8.

1. PROPERTY ADDRESS:

420 E Commercial St. (TUCKPOINT CHIMNEY IN REAR OF BUILDING)
AND TUCKPOINT, REPAIR NORTH EAST TOP CORNER

2. APPLICANT:

Name(s): The Kitchen, Inc.

If corporation: Corporate official: _____

(corporate seal)

Mailing address: 1630 N. Jefferson Springfield Mo Zip Code: 65803

Telephone number: 837-1500 Fax number: 831-6709

e-mail: www.thekitcheninc.org

3. AUTHORIZED REPRESENTATIVE: (The representative should have the authority to commit the applicant to changes that may be suggested by the Board).

Name: Jeff Rens coo Signature: [Signature]

Address: 1630 N Jefferson Spld Telephone: 837-1500 Fax: 831-6709

e-mail: jrens@thekitcheninc.org

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: (Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)

Date of discussion: Friday 10/11/13
Daniel Neal

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: (Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and must be attached. See Instructions, page 5. Maximum size for drawings: 11 x 17 inches. NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)

- ☐ Addition (1, 2, 3, 7)
- ☐ Awnings (2, 3, 4 or 5, 6)
- ☐ Building Relocation (1, 2, 3, 7)
- ☐ Demolition (1, 2, 3, 7)
- ☐ Door (2, 3, 4 or 5, 6)
- ☐ Fence (1, 2, 3, 5)
- ☐ Guttering (2, 3, 4 or 5, 6)

- ☐ Handicapped Ramp (1, 2, 3)
- ☐ New Construction (1, 2, 3, 7)
- ☐ Parking (1, 3)
- ☐ Porch (1, 2, 3)
- ☐ Retaining Wall (1, 2, 3)
- ☐ Roof-New (3, 4 or 5, 7)
- ☐ Re-roof (3, 4)

- ☐ Sidewalk (1, 3)
- ☐ Siding (3, 4 or 5)
- ☐ Sign (1, 2, 3, 6)
- ☐ Window (2, 3, 4 or 5, 6)
- ☐ Archeological Site (1, 3, 8)

☒ Other (Specify) tuckpointing, masonry repair

- 1-Site plans
- 2-Elevations
- 3-Photographs
- 4-Sample of materials to be used

- 5-Product literature
- 6-Drawing
- 7-Exhibit C-Why proposed work should be approved
- 8-State Historic Preservation Officer Comments

2. DESCRIPTION OF PROPOSED WORK: (Attach additional pages if necessary.)

Tuckpoint the existing chimney on the back of building near center of the building above the roofline. Tuckpoint and repair the front northeast top corner of building. Mortar for tuckpointing will be a portland, lime, sand mix type O and N that complies with ASTM C 270, with color pigment added to help match color to conform with ASTM C 979. Proportions for tuckpointing mortar will be for type N- 1 part portland ~~lime~~, 1 part hydrated lime, and 6 part sand. Type O- 1 part portland cement, 2 parts hydrated lime, and 9 parts sand. This formula was as per "Masonry ~~Advisory~~ Advisory Council" Park Ridge, Ill.

NOTE: An application is considered incomplete until all supporting materials, as specified in Item 1 above, are attached. Incomplete applications will not be processed or scheduled for a public hearing.

Exhibit C.

WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

THIS MASONRY TUCKPOINTING, AND REPAIR ON THE CHIMNEY, ON REAR CENTER OF BUILDING, AND FRONT NORTH EAST CORNER WILL BE DONE TO HELP INSURE THE STRUCTURAL INTEGRITY OF THE TWO AREAS MENTIONED.

TUCK POINT
CHIMNEY



TUCK POINT, REPAIR MASONRY





2014
OFFICIAL NOTICE
LANDMARKS BOARD

NOTICE is hereby given to all citizens and interested parties that the Landmarks Board of the City of Springfield, Missouri, has scheduled the following regular meeting dates for the year 2014. Meetings are scheduled for 5:30 P.M. in the City Council Chambers, third floor of City Hall. The first meeting of the month is designated for new or unfinished business. The second meeting of the month is designated for special meetings, presentations and educational purposes.

REGULAR MEETINGS

FIRST MEETING	SECOND MEETING
January 8, 2014	January 22, 2014
February 5, 2014	February 19, 2014
March 5, 2014	March 19, 2014
April 2, 2014	April 16, 2014
April 30, 2014	May 14, 2014
June 4, 2014	June 18, 2014
July 2, 2014	July 16, 2014
July 30, 2014	August 13, 2014
September 3, 2014	September 17, 2014
October 1, 2014	October 15, 2014
November 5, 2014	November 19, 2014
December 3, 2014	December 17, 2014

Ralph Rognstad, Executive Secretary
Landmarks Board
City of Springfield