



AGENDA

Flora Community Room
11701 Community Center Drive
Northglenn, CO 80233

Historic Preservation Commission
Tuesday August 11, 6:00 PM

-
1. Call to Order
 2. Roll Call
 3. Approval of Minutes: June 9, 2026
 4. Public Comment
 5. Chair Report: Joyce Downing
 6. Presentations: None
 7. Public Hearing: Alteration Certificate at 9840 Palmer Lane
 8. New Business: None
 9. Old Business:
 - a. Citywide Survey – Presentation to NURA, TBD
 - b. Design Guidelines for Deza Estates – grant options discussion
 - c. Stonehocker Windows grant
 10. Action Items: None
 11. Next Meeting: September 8, 2026
 12. Adjournment

Northglenn Historic Preservation Commission
June 9, 2026
Minutes

CALL TO ORDER	The meeting of the Historic Preservation Commission was called to order by Chair Joyce Downing at 5:25 PM, June 9, 2026. The meeting was held at the Thede Farmhouse at Stonehocker, 10950 Fox Run Pkwy.
ROLL CALL	Commission Members Present: Joyce Downing, Chair Elizabeth Candelario, Secretary Diane Cooksey Jerry Gavette, Vice Chair Aileen Jijina, Alternate Jack White Absent: Kim Bauer Jody Roper, Ex-Officio Member Staff Present: Director of Planning & Development, Becky Smith Arts, Culture & Community Manager, Michael Stricker
APPROVAL OF MINUTES	May 12, 2026 The minutes of May 12, 2026 were approved.
PUBLIC COMMENT	None
CHAIR REPORT	Chair Downing reported on the following: - The City's Neighborhood Nights program, community-focused events held at parks throughout the city featuring food trucks, live music, and a movie in the park, with the various City Boards and departments hosting informational booths. Alternate Jijina and Vice Chair Gavette volunteered to staff the Commission's table. Staff will prepare two display boards featuring the identified commercial properties, along with coloring books and other handouts. Upcoming Public Hearing - Chair Downing reminded the Commissioners that a full quorum is needed for the July 14 meeting as a Public Hearing has been scheduled. Chair Downing reminded Commissioners that

because the matter is quasi-judicial, it may not be discussed outside of the public hearing.

PRESENTATIONS

None.

NEW BUSINESS

Stonehocker Site Visioning – Discussion

- Arts, Culture & Community Manager Stricker led a visioning discussion with the Commissioners regarding the long-term future of the Stonehocker property. Discussion included the history of the site and its preservation, what the Commissioners find most meaningful about the property, the balance between preservation and activation, and the appropriate level of programming versus passive open space. Commissioners discussed storytelling as a central opportunity for the site, including interpretive history and school field trips, and discussed connecting Stonehocker's story to other Commission priorities, including Deza Estates and St. Stephen's Church. Arts, Culture & Community Manager Stricker noted the discussion is intended as a starting point for ongoing conversation as the Commission and Foundation revisit the Strategic Plan and consider future funding requests.

OLD BUSINESS

Citywide Survey – Presentation to NURA, Tentative August 12

- Staff reported that the joint presentation to the Northglenn Urban Renewal Authority (NURA) is tentatively scheduled for August 12, 2026, pending confirmation. Commissioners were encouraged to attend.

Design Guidelines for Deza Estates – grant options discussion

- Staff reported discussing the two consultant quotes with the State CLG representative, who encouraged the Commission to pursue the larger grant given the project scope and competitive bid requirements. Staff has shared the quotes with the State for review and is awaiting feedback on the best path moving forward. Staff noted the grant requires a match, estimated in the range of 20–25%, which the Foundation would be expected to cover if the application moves forward.

Stonehocker Windows – walk through June 8

- Chair Downing reported that the scheduled site walkthrough with the State CLG representative took place at Stonehocker. The State representative recommended replacing (rather than repairing) the upstairs windows, repairing select windows on the main level, and potentially including the original window screens

as a third component of the grant. Estimated costs were quoted at approximately \$5,000–\$6,000 per window for repair work. Staff noted that key grant evaluation criteria include community benefit, urgency, and the Foundation’s long-term maintenance plan, and that the Stonehocker visioning discussion will help inform the application. Next step is obtaining a list of qualified contractors from the State.

State 150-Year Anniversary Planning and Commemoration

- Arts, Culture & Community Manager Stricker reported that the Sesquicentennial celebration remains scheduled for August 1, 2026, with the Planning Committee meeting again the following evening. The Committee is seeking ideas for items to include in a new time capsule to be opened in the year 2076, and discussed the challenge of selecting meaningful physical items in an increasingly digital era. Commissioners were invited to submit ideas to the committee in the coming weeks.

ACTION ITEMS	None
NEXT MEETING	Scheduled for July 14, 2026 at 6 PM
ADJOURNMENT	6:59 PM

Elizabeth Candelario, Secretary

Date



Planning & Development
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Northglenn, CO 80233
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F: 303-450-8708
northglenn.org

Initiated

PLANNING AND DEVELOPMENT DEPARTMENT MEMORANDUM

DATE: August 11, 2026
TO: Historic Preservation Commission
FROM: Collette Cook, Planner I
THROUGH: Becky Smith, Director of Planning and Development
SUBJECT: Alteration Certificate – 9840 Palmer Ln

REQUEST

The applicant, Travis Glaser, property owner of 9840 Palmer Ln, is requesting Alteration Certificate to remove an enclosed carport with associated room addition, build an addition to the original structure, as well as renovating the original portion of property through window and roofing replacement as shown in Exhibit B. The property owner is proposing two phases to the project. Phase 1 removes all the non-original parts and non-permitted areas of the house. (Note: An unpermitted and dilapidated shed attached to the northern section of the house has already been removed). Phase 2 includes the building of the new addition to include a garage, master bedroom and bathroom in the rear of the property, window and roof replacement.

RECOMMENDATION

Staff is recommending that the Historic Preservation Commission approve the Alteration Certificate for the property located at 9840 Palmer Ln.

Recommended Motion:

"I move to approve Historic Preservation Commission Resolution 26-02 approving case number HPC-1-26, for the Alteration Certificate, Deza Estates, 9840 Palmer Ln, as presented in Exhibit A."

DISCUSSION

Notification Requirements:

Notification for this application was conducted in accordance with the requirements of Section 16-9-5(e) of the Northglenn Municipal Code. Notice of the public hearing was published in the Northglenn-Thornton Sentinel at least 15 days prior to the public hearing. Additionally, a mailed

notice was sent to all property owners within 300 feet of the property, and a sign was posted at least 15 days prior to the public hearing.

Background:

In May 2015, the City adopted CB-1853 known and cited as the Northglenn Historic Preservation Ordinance. Said ordinance establishes guidelines for the protection, preservation and enhancement of sites and structures of cultural, historical, and architectural significance located in the City.

In January 2024, City Council adopted CB-2016, the designation of the Deza Estates Neighborhood as a local historic district. The property located at 9840 Palmer Ln falls within this designation and was ear-marked as a contributing property as shown in Exhibit C.

Section 16-9-7(d) of the Northglenn Municipal Code assigns one of the powers and duties of the Northglenn Historic Preservation Commission to hold public meetings for reviewing applications for construction, alteration, restoration, removal, or demolition affecting proposed or designated structures or sites for any change to a designated property that is not maintenance or minor, as determined by the Director of Planning and Development. Based on the request to add an addition to the original structure, a Major Alteration Certificate is required.

Section 16-9-7(e) outlines the criteria to be considered for Major Alteration Certificate. Staff analysis of the criteria is provided below:

Criteria:	Staff Analysis:
(1) The effect upon the general historical and architectural character of the structure and property	The integrity of the architectural value to the historical designation remains. The removal of the carport enclosure brings the home to closer alignment with the original historical and architectural character of the home. Housing addition, roofing and window replacement have been thoughtfully designed to mimic existing and era appropriate materials.
(2) The architectural style, arrangement, texture and material used on the existing and proposed structures and their relation and compatibility with other structures	The architectural style, arrangement, texture and material proposed for the addition to the home closely resembles current façade. Window dimensions on all replaced windows will remain the same. Roofing design for addition mimic current architectural design. All visible roofing will contain shingle material that is era appropriate to maintain historic character. While not visible, roofing on flat roof surfaces differs from original design to comply with the building code. Great care has been taken to ensure said material is aesthetically pleasing to the eye.
(3) The size of the structure, its setbacks, its site, location and the appropriateness	The changes visible from the public right-of-way do not diminish the integrity of the property. The housing addition is set back in the rear lot and is

thereof, when compared to the existing structure and the site	minimally visible from any street. The addition complies with UDO guidelines in size appropriateness with the lot and meets all setback requirements.
(4) The compatibility of accessory structures and fences with the main structure on the site, and with other structures	No accessory structure or fencing proposed. The addition of the garage and bedroom with en-suite bathroom will be an expansion of the primary residence and is compatible with the original structure.
(5) The effects of the proposed work in creating, changing, destroying, or otherwise impacting the Exterior Architectural Features of the structure upon which such work is done	Original exterior architectural features will remain in place. The demolition of the existing garage and associated structure will bring the architectural features more alignment with the original design. The housing addition seeks to incorporate like-minded architectural design. Proposed alteration does not create, change, destroy, or impact the exterior architectural features of the residence.
(6) The condition of existing improvements and whether they are a hazard to public health and safety	The current garage enclosure with associated room was never permitted and presents significant health and safety concerns. Removal will not only restore the historical integrity of the property but is necessary for life safety. The proposed addition will be permitted to avoid any hazard potential to public health and safety. Three of the windows along the upper level of the south side of the home will be replaced with egress windows for life safety purposes. All other replacement windows will provide energy efficiency and meet building code. All windows will be permitted. Where practical, roofing shingles will be used to maintain the historical character of the home. On the flat roof surfaces, using shingles create ridges that trap water. Our Chief Building Official advised that no manufacture would warranty shingles on flat surfaces, and it is likely that obtaining homeowner insurance approval would be difficult if not impossible. Flat surfaces are not visible from the public view, and the use of modified bitumen torch down granulated material creates an almost seamless membrane providing an aesthetically pleasing, building code approved roofing material.
(7) The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property	Proposed work does not compromise the historical designation or land use of the property.
(8) The ability to comply with the Secretary of the Interior's Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings, a section of the Secretary of the	Proposal complies with the Secretary of the Interior's Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings as outlined in chart below.

Interior's Standards for Historic Preservation Projects, of the Department of the Interior Regulations (36 C.F.R. Part 67, Historic Preservation Certificates), as may be amended from time to time	
(9) Guidance provided by the National Park Service Historic Preservation Briefs, as the same may exist from time to time	Preservation Briefs 3, 9, 14, and 19 provide guidelines applicable to the request. See chart below. Staff research found no other Preservation Briefs relevant to the Alteration Certificate presented.

Secretary of Interior Standards and National Park Service Historic Preservation Briefs:

Criteria	Staff Analysis
Secretary of the Interior's Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings Preservation Projects (Exhibit D) requires new additions, exterior alterations, or related new construction to be compatible, yet differentiated, so the historic integrity is not compromised.	The residential addition is recognizable from the residence with addition of garage doors and extended roofing that mirrors existing roof. The addition is compatible, differentiated, and maintains the historic integrity of the home.
New additions and adjacent alterations are required to be physically and visually reversible, so the essential form and integrity of the historic property are not irreparably lost if removed in the future.	The structure of the primary residence would not be compromised by the removal of the addition. The alteration is both physically and visually reversible with no irreparable loss to the structure.

Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings (Exhibit E) recommend installing storm windows for energy efficiency when windows can be repaired. When existing windows are too deteriorated to repair, the guideline recommends compatible and energy-efficient replacement windows that match the appearance, size, design, proportion and profile of the existing historic windows and that are also durable, repairable and recyclable.	Due to the age of the existing windows, many of the windows are broken or damaged beyond repair necessitating replacement. The applicant is seeking to replace the windows with energy-efficient windows that mirror the same dimensions and retain the character of the structure. Three of the windows will be redesigned to allow for egress. Staff is recommending the approval for safety and notes that overall dimensions will remain to minimize the visible change to the egress windows.
Preservation Brief 3, Improving Energy Efficiency in Historic Buildings, (Exhibit F) allows for window replacement when the windows are beyond repair provided replacement windows installed match the historic windows in size, design, number of panes, muntin profile, color, reflective qualities of the glass, and the same relationship to the window opening.	Except for the egress windows, all replacement windows will closely resemble the existing size, design, panes, muntin profile, color, and reflective qualities of the glass. The egress windows will maintain all attributes practical while allowing for safety measures for the occupants.
Preservation Brief 9, The Repair of Historic Wood Windows, (Exhibit G) explains significance of original windows. Recommendation for replacement aligns with the criteria in Preservation Brief 3 mentioned above.	The seven large windows in the family room are not original, coated with a film, and therefore not considered of significance. All replacement windows will closely resemble the existing size, design, panes, muntin profile, color, and reflective qualities of the glass, except for egress windows as mentioned above.
Preservation Brief 14 (Exhibit H) requires that 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 nonsignificant interior spaces. Criteria for allowance of additions are ability to preserve significant historic materials, features and form; compatibility and differentiated from the historic building.	The use of a garage cannot be accommodated inside the residence. Current layout of the residence does not accommodate the addition of a master bedroom with en-suite. The addition has been thoughtfully designed to maintain the historic character of the property through roofing and exterior elevation design. Furthermore, the addition sits at the rear of the property and does not diminish the street view. Addition will incorporate the same design and materials existing on the structure, is compatible with both the structure on the property and the surrounding neighborhood and is easily differentiated through the design and placement. The addition will allow for the removal of the non-permitted existing dilapidated garage and restore integrity of the structure.

Preservation Brief 19, The Repair and Replacement of Historic Wooden Shingle Roofs, (Exhibit I) while not contemplating flat roofing surfaces, requires that roof replacement meets current building code.	The City of Northglenn follows the International Building Code (currently transitioning to the 2024 edition) which does not allow the use of shingles for flat surfaces. The visible portion of the roof will be comprised of shingles, flat surfaces comprised of modified bitumen torch down granulated material meeting the guidelines established in Preservation Brief 19.
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Section 16-9-7(f) provides additional criteria when an Alteration Certificate includes demolition of part or the entire designated structure:

Criteria:	Staff Analysis:
(1) The structure or portion of the structure proposed for demolition is not structurally sound despite evidence of the owner's efforts to properly maintain the structure	Existing carport and associated room were installed prior to current homeowner purchasing the property. The carport, associated room, and shed were never permitted and are both dilapidated. Current conditions of the structures pose a blight to the property. (Note: shed was removed prior to hearing due to extreme decay creating safety hazard).
(2) The structure or portion of the structure being demolished cannot be rehabilitated or reused on site to provide for any reasonable beneficial use of the property	Neither structure was part of the original footprint nor part of the historical value of the property. Rehabilitation is not recommended as demolition of the enclosed carport will bring the home back to the original footprint, restoring the circle drive and covered carport.
(3) The designated structure or portion of the structure being demolished will be replaced with a structure that meets the standards in this Article 9 of Chapter 16	Designation of the property was based on the extraordinary historic significance of Deza Estates development and the distinctive architectural style of the residential home. The enclosure on the carport and shed were not part of the consideration of the designation. The portion being demolished will be replaced with the addition that will be permitted and aligns with Article 9 of Chapter 16.

ADMINISTRATION

Possible Actions by the Planning Commission.

The Historic Preservation Commission is the final approval authority for the review of an Alteration Certificate. The Commission's options are as follows:

1. Approval of the request, with or without conditions or stipulations;
2. Denial of the request for reasons stated; or
3. Table the request for further consideration or additional information.

Next Steps.

The Historic Preservation Commission is the final authority. If the Alteration Certificate is denied, the affected property owner may appeal the Commission's decision by filing a written appeal with the City Council within thirty days of the Commission's decision.

ATTACHMENTS

Exhibit A – Resolution 26-02

Exhibit B – Alteration Certificate Application

Exhibit C – 9840 Palmer Ln Survey

Exhibit D – The Secretary of the Interior's Standards for the Treatment of Historic Properties

Exhibit E - Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings

Exhibit F – Preservation Brief 3 – Improving Energy Efficiency in Historic Buildings

Exhibit G – Preservation Brief 9 – The Repair of Historic Wooden Windows

Exhibit H – Preservation Brief 14 - New Exterior Additions to Historic Buildings: Preservation Concerns

Exhibit I – Preservation Brief 19 - The Repair and Replacement of Historic Wooden Shingle Roofs

**RESOLUTION 2026-02
NORTHGLENN HISTORIC PRESERVATION COMMISSION**

***A RESOLUTION PROVIDING APPROVAL OF ALTERATION
CERTIFICATE, DEZA ESTATES, 9840 PALMER LN***

WHEREAS, In May 2015, the City adopted CB-1853 known and cited as the Northglenn Historic Preservation Ordinance.

WHEREAS, In January 2024, City Council adopted CB-2016, the designation of the Deza Estates Neighborhood as a local historic district.

WHEREAS, The property located at 9840 Palmer Ln falls within this designation.

WHEREAS, Section 16-9-7(d) of the Northglenn Municipal Code assigns one of the powers and duties of the Northglenn Historic Preservation Commission to hold public meetings for reviewing applications for construction, alteration, restoration, removal, or demolition affecting proposed or designated structures or sites for any change to a designated property that is not maintenance or minor, as determined by the Director of Planning and Development

WHEREAS, the Historic Preservation Commission has found that the application satisfies the applicable criteria for alteration under Section 16-9-7(e) for purposes of approving the Alteration Certificate.

BE IT RESOLVED BY THE HISTORIC PRESERVATION OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City of Northglenn Historic Preservation Commission hereby approves the Alteration Certificate, Deza estates, 9840 Palmer Ln.

DATED this 11th day of August, 2026

Chair
ATTEST:

Joyce Downing
Historic Preservation Commission

Rebecca Smith, AICP
Secretary



Planning & Development
 11701 Community Center Drive
 Northglenn, CO 80233
 P: 303-450-8739
 F: 303-450-8708
 northglenn.org

Alteration Certificate

Application

PROJECT INFORMATION

Certificate Type: ☒ Major ☐ Minor

Property Address or Location: 9840 Palmer Ln Northglenn, CO 80260

Type of Work (check all that apply):

☒ New Construction: building, additions, garages, sheds, etc.

☒ Renovation: exterior changes, ie. Windows, doors, roofing, etc.

☒ Sitework: Landscape features, ie. walks, patios, fence, retaining, walls

☒ Demolition: Removal of feature or razing of structure

☐ Other

General Description of Request: Removing shed and enclosed carport to return property to original historic state. Building garage addition to original structure as well as renovating original portion of property.

Attach a Project Description Letter that describes in detail the request.

PROPERTY OWNER(S) INFORMATION

Name: Travis Glaser

Company (if applicable): _____

Address: 9840 Palmer Ln

City: Northglenn

State: Colorado

Zip: 80260

Phone: 720-453-8583

Email: tpglaser15@gmail.com

AUTHORIZED AGENT (If other than owner)

Name: Robert Glaser

Company (if applicable): Glaser Design LLC

Address: 9841 Palmer Ln

City: Northglenn

State: Colorado

Zip: 80260

Phone: 720-442-1517

Email: bob@glaserdesignllc.com

OWNER(S) & AGENT CERTIFICATION

I hereby depose and state under the penalties of perjury that all statements, proposals and/or plans submitted with/or contained in this application are true and correct and the application is complete to the best of my knowledge and belief.

Agent's Signature: _____

Date: _____

Owner(s)' Signature(s): Travis Glaser

GLASER, TRAVIS.PH
 ILLIP.1292810101

Digitally signed by
 GLASER, TRAVIS.PHILLIP.1292810
 101
 Date: 2026.05.13 16:31:45 -04'00'

Date: _____



Planning & Development
11701 Community Center Drive
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Alteration Certificate

Application Guide

OVERVIEW

Alteration Certificates, are intended to be used to facilitate the review of exterior modifications visible from a public right-of-way to locally designated historic properties in the City by verifying whether or not a proposed modification is in keeping with the Historical Sites ordinance in the Municipal Code. An Alteration Certificate is required for all designated structures or features prior to any construction, alteration, restoration, removal or demolition of that structure or designated feature. The applicant must receive an Alteration Certificate prior to any exterior modifications being made to a designated structure or feature. Please note that the approval of an Alteration Certificate does not constitute approval from Building or Fire Departments or other agency codes or requirements.

SUBMITTAL REQUIREMENTS

An Alteration Certificate shall be submitted directly to the Planning and Development Department. You may submit application in person to the permit counter or via email at development@northglenn.org. A completed application and associated materials must be submitted to the Planning and Development Department to commence review. Please note that not all items below are required and only items specific to the type of modification you are seeking review for need to be submitted:

- ☒ Completed **Application** (see attached).
- ☒ Exterior Modifications of Existing Building
 - Elevations of affected facades
 - Detail drawings of any new elements
 - Site plan showing any increase in building footprint
 - Photos of existing building and area to be modified
- ☒ Site Changes
 - Site plan with changes noted
 - Dimensions and details of site elemes.
- ☒ New Construction
 - Elevations
 - Floor Plans
 - Site Plan
 - New construction related to adjacent structures/existing building
- ☒ Demolition
 - Photos of structure/feature to be demolished

PROCESS

- Prior to any construction or modifications to your property, you will need to submit to the Planning and Development Department a fully completed Application and pertinent associated items. An Alteration Certificate is required for all designated structures or features prior to any construction, alteration, restoration, removal or demolition visible from a public right-of-way of that structure or designated feature.
- Staff will determine if the Alteration Certificates are reviewed administratively by Planning staff or by the Historic Preservation Commission. Planning staff will also forward the permit for review by various city departments, including but not limited to the following: Public Works (including engineering and utilities) and Building, if necessary.
- Once an application has completed staff review, Minor Alteration Certificates can be approved, and Major Alteration Certificates will be scheduled for public hearing before the Historic Preservation Commission.



City of Northglenn

11701 Community Center Drive

Northglenn, CO 80233

P: 303-451-8326

F: 303-450-8708

northglenn.org

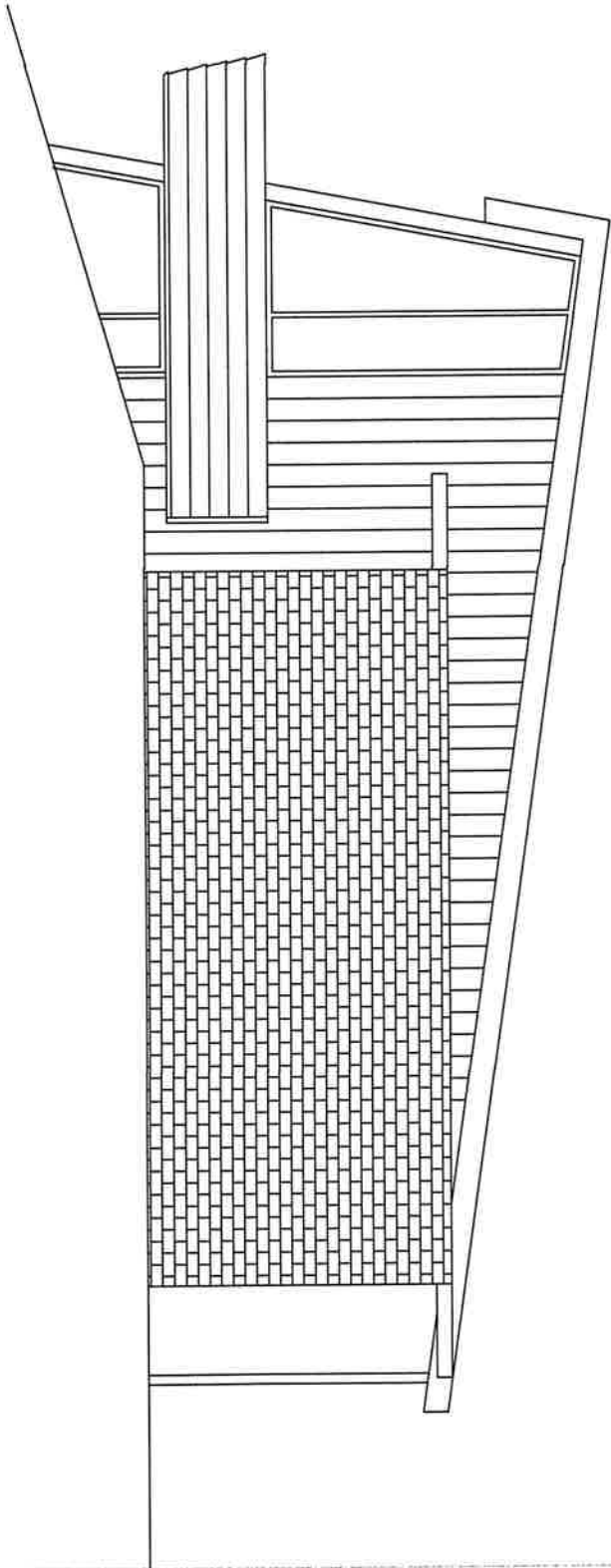
SITE PLAN APPLICATION

Planning and Development Department

STAFF USE ONLY:

Case Number:

Date Application Received:



General Notes

CODE

LOCAL AMENDMENTS

BUILDING APPROPRIATION

Occupancy: IMC Single Family Home

Zoning: Residential

Building Form: Single Family

IECC COMPLIANCE

Climate Zone: S1

DEZA

[DATA] Memo for "High Pass"



Glaser Home

9840 Palmer Ln.
Northglenn, CO 80260

ESTATES

Project	Sheet
Drawn	Scale
08/05/2025	A0
Scale	No Scale

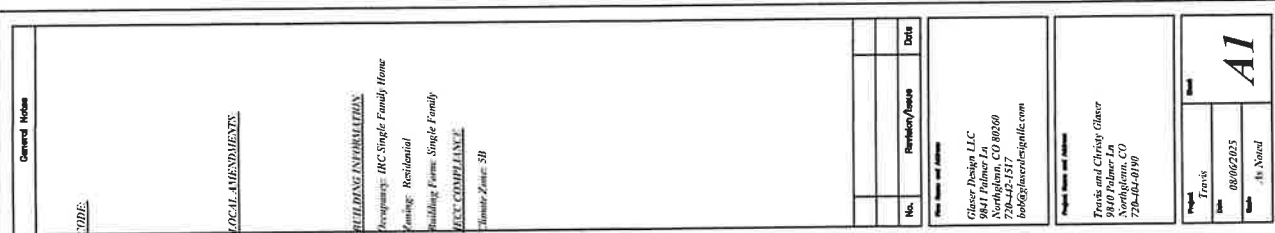
Travis and Christy Glaser
Northglenn, CO
773-404-9190

Glaser Design LLC
Northglenn, CO 80260
773-404-1517
info@glaserdesignllc.com

Revisions and Additions

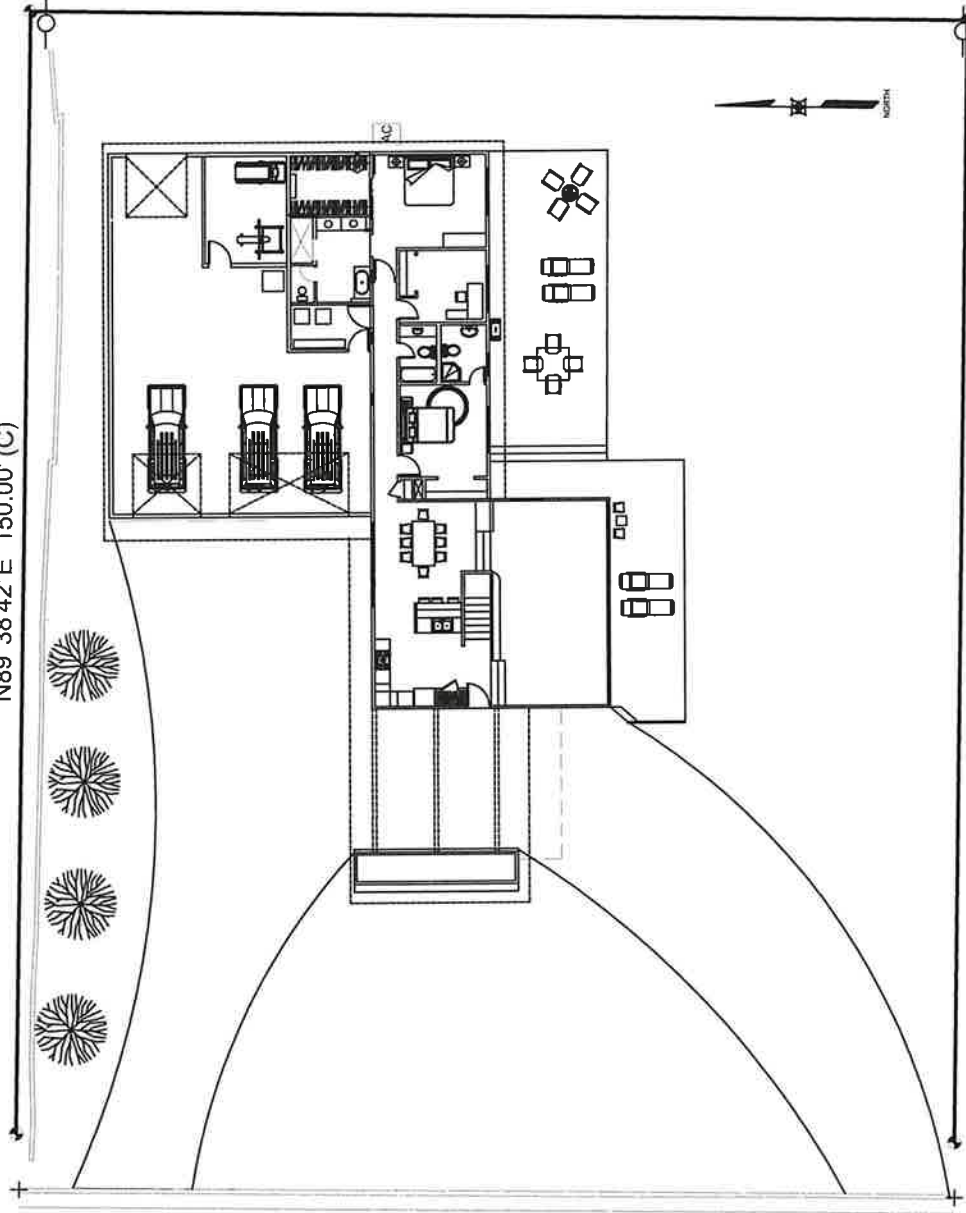
No.	Revisions/Notes	Date

LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 SECTION 16, TOWNSHIP 2 SOUTH, RANGE 68 WEST OF THE 6TH P.M.
 LOT 17, BLOCK 6, DEZA ESTATES, CITY OF NORTHGLEN, COUNTY OF ADAMS, STATE OF COLORADO



PALMER LANE (50' R.O.W.)

N89°38'42"E 150.00' (C)



S00°21'18"E 125.00' (C)

S89°38'42"W 150.00' (C)

Plan View

1/8" = 1'0"

General Notes

CODE

LOCAL AMENDMENTS

BUILDING INFORMATION

Occupancy: IRC Single Family Home

Zoning: Residential

Building Form: Single Family

BECC COMPLIANCE

Climate Zone: SB

No.

Revisory Name

Date

Plan Name and Address

Glaser Design LLC

9411 Palmer Ln

Northglenn, CO 80260

724-425-1517

info@glaserdesignllc.com

Project Name and Address

Travis and Christy Glaser

9410 Palmer Ln

Northglenn, CO

724-104-0790

Project

Travis

Date

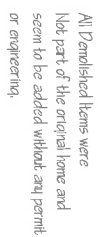
08/06/2025

Scale

1/8" = 1'0"

A2

This Demolished will bring the home back to the original Footprint restoring the circle drive and covered Carport.



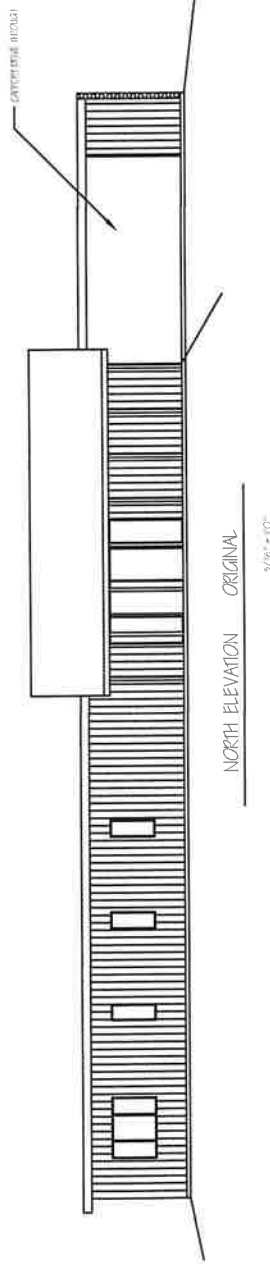
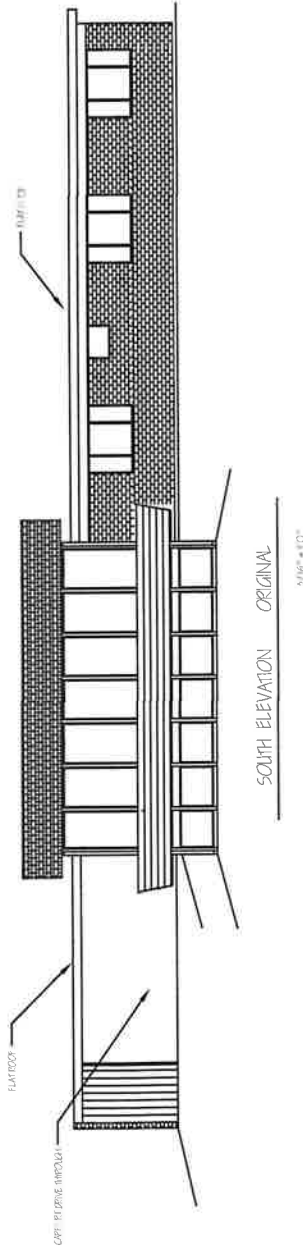
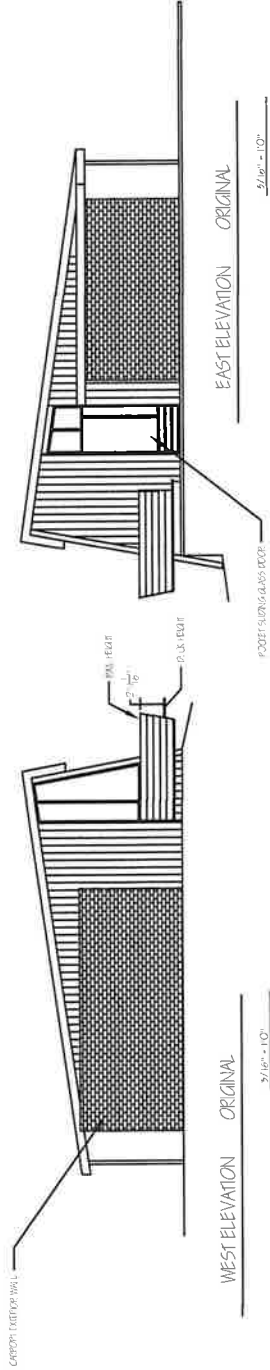
Demolition Plan

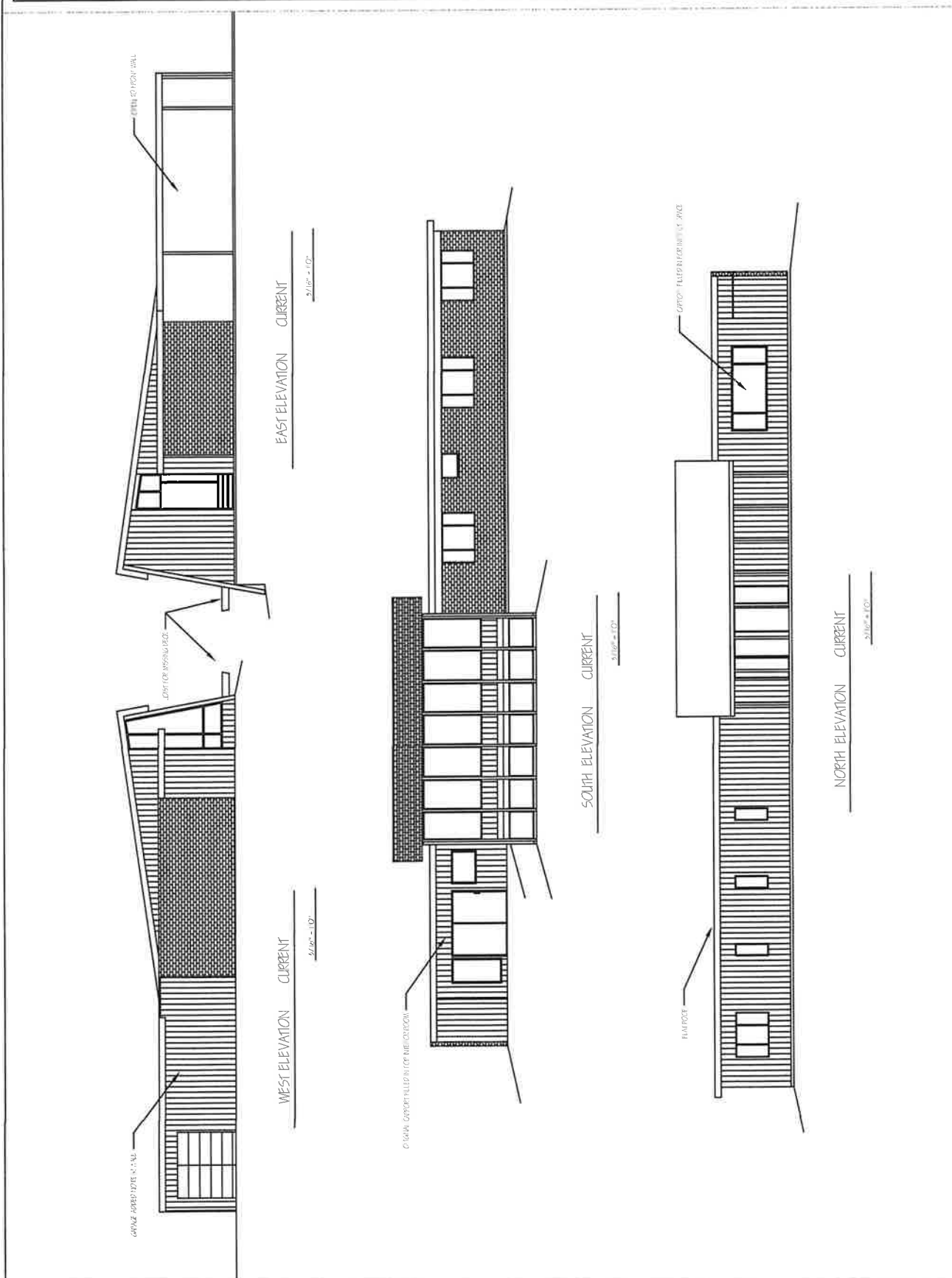
Climate Zone: SB

Project	TRAVIS
Date	08/06/2025
Time	3:16 PM

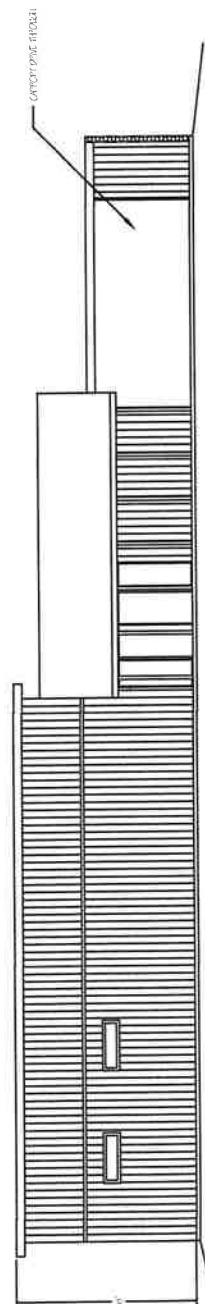
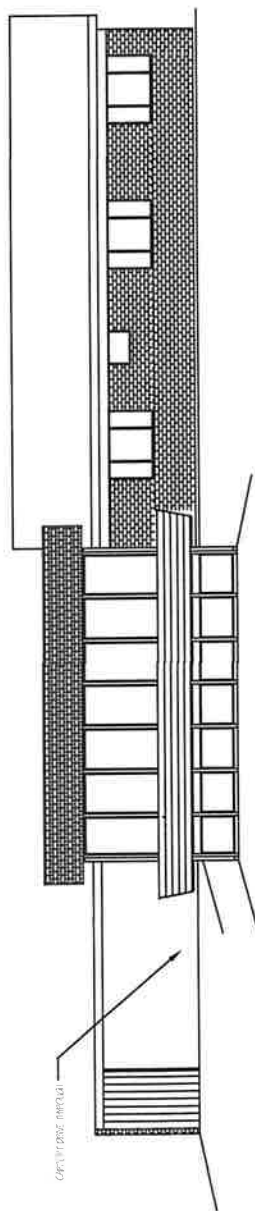
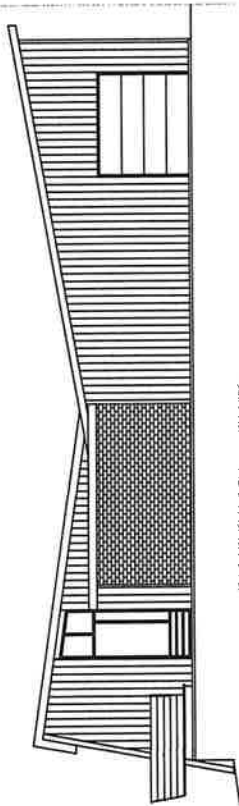
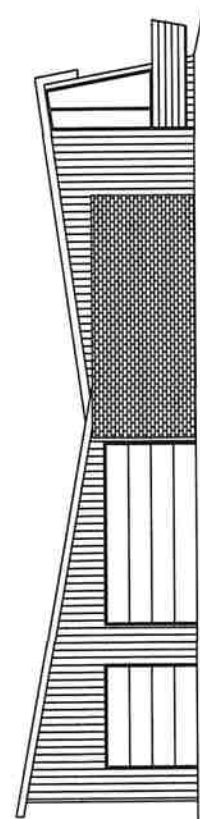
A3

General Notes		
CODE:		
LOCAL AMENDMENTS:		
BUILDING INFORMATION:		
Occupancy: IRC Single Family Home		
Zoning: Residential		
Building Form: Single Family		
ECC COMPLIANCE:		
Threat Zone: SH		
No.	Revised/Issue	Date
New Name and Address: Glaser Design LLC 9841 Palmer Ln Northglenn, CO 80260 720-442-1317 800glaserdesignllc.com		
Project Name and Address: Travis and Christy Glaser 9848 Palmer Ln Northglenn, CO 720-404-4190		
Project	Travis	
Date	08/06/2023	
Scale	1/8" = 1'-0"	
A5		





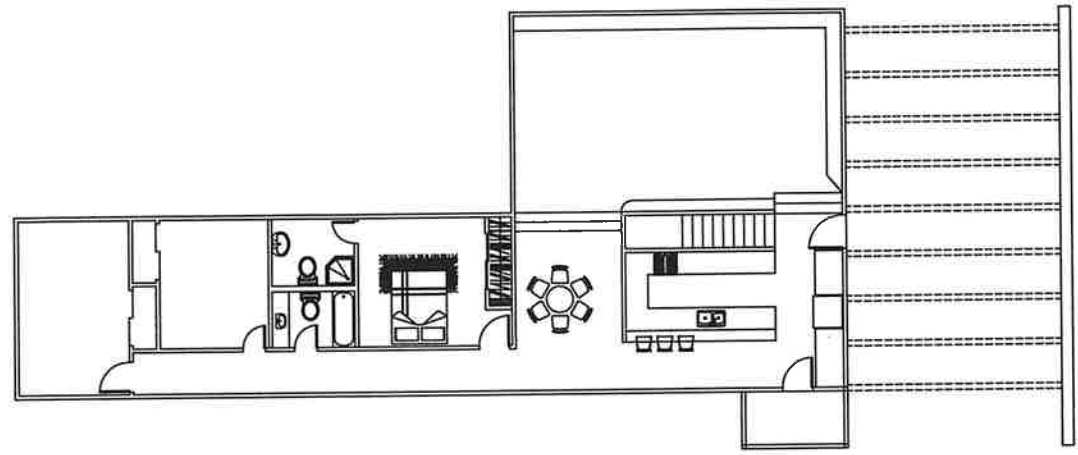
General Notes	
CODE:	
LOCAL AMENDMENTS:	
BUILDING INFORMATION	
Occupancy: IRC Single Family Home	
zoning: Residential	
Building Form: Single Family	
EXCC COMPLIANCE:	
Climate Zone: 5B	
NO:	Provider/Owner
Date Issued and Address	
Glaser Design LLC	
9841 Palmer Ln	
Northglenn, CO 80260	
Phone: 303.451.1111	
Email: info@glaserdesign.com	
Project Name and Address	
Travis and Cheryl Glaser	
9841 Palmer Ln	
Northglenn, CO	
724-444-4196	
Project	Drawn
Travis	
Date	08/06/2025
Scale	1/8" = 1'-0"
A4	



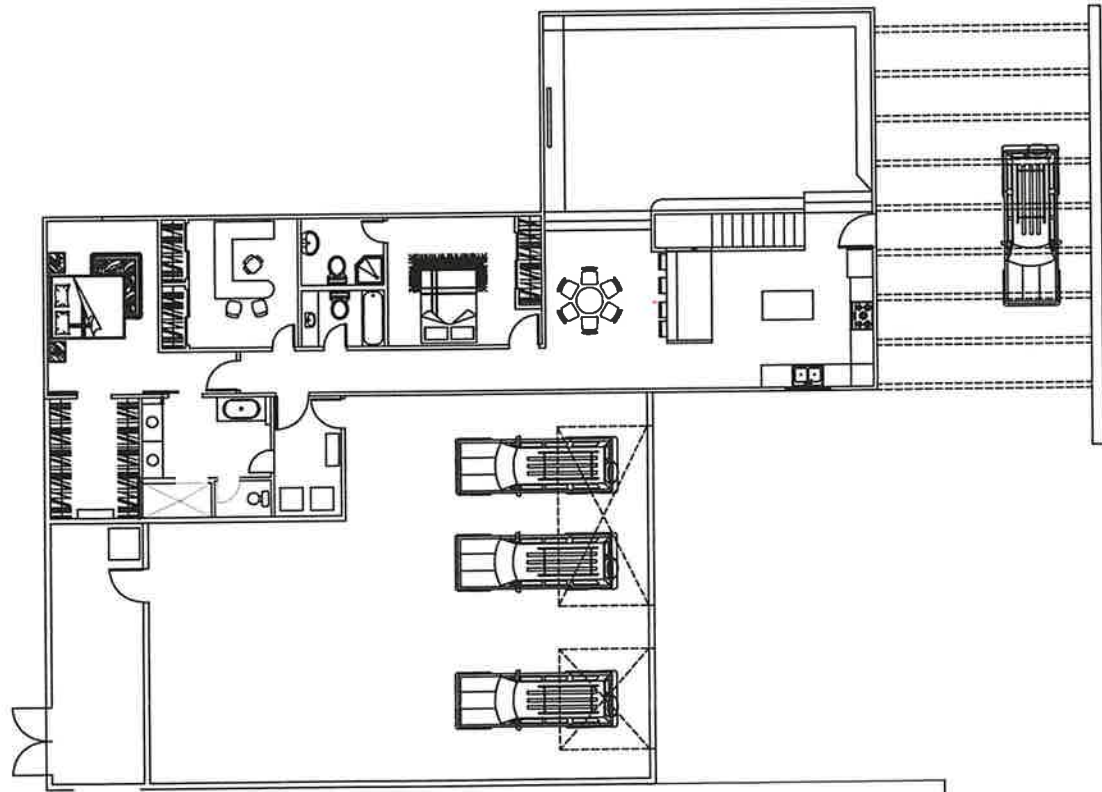
General Notes	
<u>NOTE:</u> <u>LOCAL AMENDMENTS:</u> <u>BUILDING INFORMATION:</u> Occupancy: IRC Single Family Home Finishing: Residential Building Form: Single Family <u>ECC COMPLIANCE:</u> Unreinforced Zone: SII	
No.	Revisory/Issued
(See Notes and details) Glacier Design LLC 9840 Palmer Ln Boulder, CO 80504 720-442-1517 bodge.glacierdesignllc.com	
(See Notes and details) Travis and Chrissy Glaser 9840 Palmer Ln Boulder, CO 80504 720-442-1190	
Project	Travis
Date	08/06/2025
Date	1/8" = 1'0"
A6	

CODE:		DEMAND: Medium	
LOCAL AMENDMENTS:		BUILDING INFORMATION Occupancy: IRC Single Family Home zoning: Residential Building Form: Single Family IFCC COMPLIANCE Climate Zone: 3B	
No.	Revisions/Version	Date	Project Name and Address Glaser Design LLC 9841 Palmer Ln San Jose, CA 95131 725-484-0100 info@glaserdesignllc.com
Project Name and Address Travis and Christy Glaser 9841 Palmer Ln San Jose, CA 95131 725-484-0100		Project Travis Rev 08/06/2015 Scale 1/8" = 1'-0"	

A7



Existing Floor Plan



Floor Plan Future

Google Maps

REMOVE

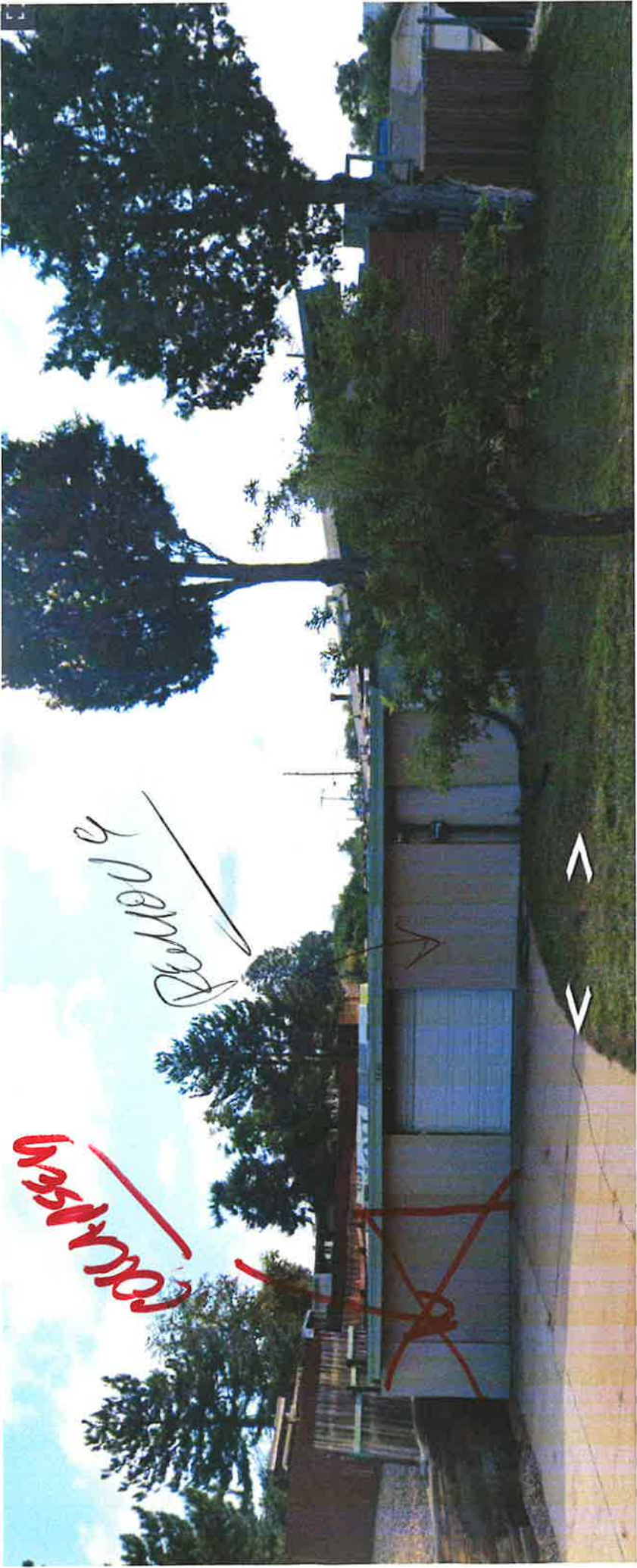


Imagery ©2026, Map data ©2026 Google 20 ft



Remodel





Callaway

Dell





Proposed Renovation and new Construction

9840 Palmer Ln Northglenn, CO 80260

The house was in desperate need of repairs when it was purchased in 2025

The roof was covered in blue tarps weighted down with cinder blocks and pipes and the roof leaked throughout the home; we made some temporary repairs to the roof and interior drywall so a mortgage could be obtained.

The home is very close to its original layout inside but has had garage and sheds built over the years (none were city or county permitted) our first item would be to remove all building additions that were not part of the original design in 1956. The Shed on the north side collapsed on one side allowing water to infiltrate into the home. It was removed and the roof is temporarily patched in that area.

Meeting the new HERS (Home Energy Rating System) and Index getting a low measurement on the home's energy performance. This code ensures compliance, ensures quality, and qualifies homes for valuable tax credits. We will be removing the current roof, insulating the attic space, sheathing the joist then applying insulation over the entire surface creating a R42 Insulation factor. but keeping the roof line and aesthetic design true to the existing home.

Most of the windows are broken or have been previously replaced with vinyl builders grade windows. We will be reconfiguring some of the windows for egress into the bedrooms, the size and shape of the window frame will not change. We will also be replacing the glass in windows that code requires to be tempered due to location and safety of children. (less than 15" off of grade)

See Plans for window location and renovation type.

All window replacements will be as close to existing windows as possible, recreating the sills and mullions to match existing windows.

The interior of the home would be mostly kept as is and all walls and areas intact with updated patching and painting.

The new garage addition will be placed at the back of the property and connected to the home in the Northeast Corner and have a roof line that is in keeping with the home and the neighborhood. Low slope, and at the same pitch as the current home in a V formation common in the neighborhood.

See future Elevation in Plans

Materials:

All Existing areas and materials will be cleaned and painted keeping as much as possible.

All new materials on the exterior will be Hardi Board (fire and weather resistant) and Brick to match the existing (original) home as closely as possible in texture and style. We will reuse any siding and materials we can. Hopefully the front and street sides of the home will be brought back to their original appearance and condition.

The ultimate goal is to bring the 1956 home back to its original state but add safety, and energy efficiency of a modern home.

COLORADO CULTURAL RESOURCE SURVEY INVENTORY

Historical and Architectural Reconnaissance



Official eligibility determination
(OAHP use only)

Date _____ Initials _____

_____ Determined Eligible- NR

_____ Determined Eligible- SR

_____ Needs Data

_____ Eligible District - Contributing

IDENTIFICATION

1. Property Name: **Bowden House**
2. Resource Classification: ☒ Building ☐ Structure ☐ Object ☐ Sites/Landscape
3. Ownership: ☐ Federal ☐ State ☐ Local ☐ Non-Profit ☒ Private ☐ Unknown

☐ Historic ☒ Current ☐ Other

LOCATION

4. Street Address: **9840 Palmer Lane**
5. Municipality: **Northglenn**
6. County: **Adams**
7. USGS Quad: **Commerce City Year: 1965 Scale: 7.5**
8. Parcel Number: **0171916412002**
9. Parcel Information: Lot(s): **17** Block: **1** Addition: **Deza Estates Filing No. 1** Year: **1956**
10. Acreage: **.43**
12. Location Coordinates: City-Provided UTM's: **13; 500201; 4413891** NAD83
OAHP UTM's: _____

DESCRIPTION

13. Construction Features (forms, materials): *use terminology from Lexicon*

Stories	Style/Type	Foundation	Walls
One	Modern Movements	Basement Type Concrete	Brick
Windows	Roof	Chimney	Porch
Fixed pane, slider. Most appear to be original.	Other Roof Asphalt Roof/Composition Roof	No	No

Optional: additional description (plan/footprint, dimensions, character-defining and decorative elements of exterior and interior; alterations, additions, etc.): **Other roof: Cross-Shed**

14. Landscape (important features of the immediate environment):

☐ Garden ☐ Designed Landscape ☐ Parking Lot ☐ Sidewalk ☐ Seating
☒ Mature Plantings ☐ Walls ☒ Driveway ☒ Fence ☐ Other:

Describe other, if checked:

HISTORICAL ASSOCIATIONS *(based on visual observations and/or review of secondary sources):*

15. Historic Function/Use: Domestic/Single Dwelling

Current function/Use (if different): **Domestic/Single Dwelling**

16. Date of Construction: 1956

☐ Estimated ☒ Actual

Source: Adams County Assessor (online)

17. Other Significant Dates, if any:

18. Associated NR Areas of Significance:

- | | | | | |
|--|---|---|---|---|
| ☐ Agriculture | ☐ Community Planning & Dev't | ☐ Ethnic Heritage | ☐ Law | ☐ Politics/Gov't |
| ☒ Architecture | ☐ Conservation | ☐ Exploration/Settlement | ☐ Literature | ☐ Religion |
| ☐ Archaeology | ☐ Economics | ☐ Health/Medicine | ☐ Maritime History | ☐ Science |
| ☐ Art | ☐ Education | ☐ Industry | ☐ Military | ☐ Social History |
| ☐ Commerce | ☐ Engineering | ☐ Invention | ☐ Performing Arts | ☐ Transportation |
| ☐ Communications | ☐ Entertainment/Recreation | ☐ Landscape Architecture | ☐ Philosophy | ☐ Other: |

19. Associated Historic Context(s), if known:

"Historic Residential Subdivisions of Metropolitan Denver, 1940-1965," Multiple Property Documentation Form (2010)

20. Retains Integrity of: ☒ Location ☒ Setting ☒ Materials ☐ Design ☐ Workmanship ☐ Association ☒ Feeling

21. Priority for survey: ☒ High ☐ Medium ☐ Low

Reason: **Relatively intact 1956 Modern Movements home. Given its date of construction, may be an original home in Deza Estates**
Filing No. 1.

22. Sources: Adams County Assessor (online).

Field observation.

ASSOCIATED RESOURCES (*ancillary buildings and other structures based on visual observations*):

[illegible]

**FIELD ELIGIBILITY
RECOMMENDATION***To be completed by the surveyor*

- ☐ Determined Eligible - Local Landmark
☐ Determined Eligible - NR
☐ Determined Eligible - SR
☒ Eligible Local Landmark District-Contributing
☒ Eligible NR District - Contributing
☐ Needs Data
☐ Not Eligible

RECORDING INFORMATION

Survey Date:

04/01/2021

Surveyed By:

Dr. Mary Therese Anstey
HistoryMatters, LLC

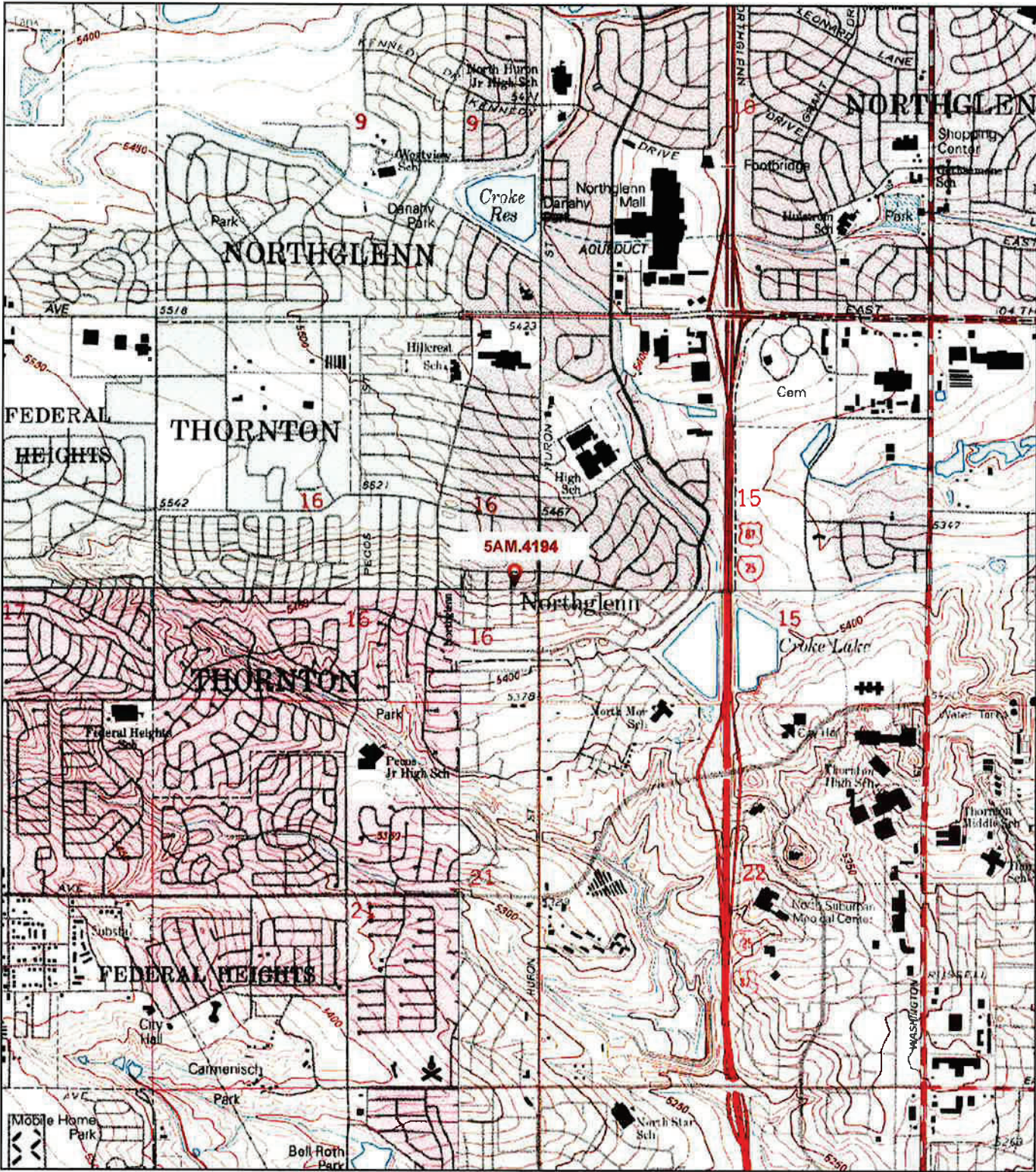
Project Sponsor:

City of Northglenn/ Certified
Local Government

Photograph Log:

palmerIn9840-1.tif through
palmerIn9840-2.tif
SKETCH PLAN *include approximate scale*

LOCATION MAP



Source: U.S. Geological Survey 7.5' Commerce City Quadrangle (1965)



palmerln9840-1.tiff

9840 Palmer Lane, Northglenn, Adams County, Colorado; view to east; photo by Mary Therese Anstey, HistoryMatters, LLC; Northglenn Deza Estates Survey; Certified Local Government Grant 2018-M2-001

April 1, 2021 at 3:20:48 PM



palmerIn9840-2.tiff

9840 Palmer Lane, Northglenn, Adams County, Colorado; view to northeast; photo by Mary Therese Anstey, HistoryMatters, LLC; Northglenn Deza Estates Survey; Certified Local Government Grant 2018-M2-001

April 1, 2021 at 3:23:08 PM

THE SECRETARY OF THE INTERIOR'S **STANDARDS** FOR THE TREATMENT OF HISTORIC PROPERTIES

WITH
GUIDELINES FOR
PRESERVING,
REHABILITATING,
RESTORING &
RECONSTRUCTING
HISTORIC
BUILDINGS



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

Under the National Historic Preservation Act (NHPA), the Secretary of the Interior is responsible for establishing professional standards and for providing guidance on the preservation of the nation's historic properties. *The Secretary of the Interior's Standards for the Treatment of Historic Properties* apply to all grants-in-aid projects assisted through the Historic Preservation Fund (authorized by the NHPA) and are intended to be applied to a wide variety of resource types, including buildings, sites, structures, objects, and districts. The Standards address four treatments: preservation, rehabilitation, restoration, and reconstruction. The treatment Standards, developed in 1992, were codified as 36 CFR Part 68 in the July 12, 1995, Federal Register (Vol. 60, No. 133). They replaced the 1978 and 1983 versions of 36 CFR Part 68, entitled *The Secretary of the Interior's Standards for Historic Preservation Projects*. The revised Guidelines herein replace the Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings, published in 1995 to accompany the treatment Standards.

The Secretary of the Interior's Standards for the Treatment of Historic Properties are regulatory only for projects receiving Historic Preservation Fund grant assistance and other federally-assisted projects. Otherwise, these Guidelines are intended to provide general guidance for work on any historic building.

Another regulation, 36 CFR Part 67, focuses on "certified historic structures" as defined by the Internal Revenue Service Code of 1986. The Standards for Rehabilitation cited in 36 CFR Part 67 should always be used when property owners are seeking certification for federal tax benefits.

THE SECRETARY OF THE INTERIOR'S **STANDARDS**
FOR THE TREATMENT OF HISTORIC PROPERTIES
WITH
GUIDELINES FOR PRESERVING, REHABILITATING,
RESTORING & RECONSTRUCTING HISTORIC BUILDINGS

Revised by Anne E. Grimmer

*from The Secretary of the Interior's Standards
for the Treatment of Historic Properties with
Guidelines for Preserving, Rehabilitating,
Restoring & Reconstructing Historic Buildings
Kay D. Weeks and Anne E. Grimmer (1995)*

U.S. Department of the Interior
National Park Service
Technical Preservation Services
Washington, D.C.

2017

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Masonry • Wood • Metals

Building Features and Systems

Roofs • Windows • Entrances and Porches • Storefronts • Curtain Walls • Structural Systems • Mechanical Systems

Interior Spaces, Features, and Finishes

Building Site

Setting (District/Neighborhood)

Code-Required Work:

Accessibility • Life Safety

Resilience to Natural Hazards

Sustainability

New Exterior Additions to Historic Buildings and Related New Construction

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PHOTO CREDITS

Front Cover: Spooner Hall, University of Kansas, Lawrence, KS, Henry van Brunt, 1894.

HISTORICAL OVERVIEW

Masonry. Detail, decorative sandstone door surround.

Wood. Detail, Pope-Leighey House, Alexandria, VA, Frank Lloyd Wright, 1940. Photo: Courtesy National Trust for Historic Preservation, Paul Burk, photographer.

Metals. Detail, Dunbar Molasses Factory, New Orleans, LA, c. 1920.

Glass. Detail, St. John's Abbey, Collegeville, MN, Marcel Breuer, 1958-61.

Paint and Other Coatings. Interior detail, Mabel Tainter Memorial Theater, Menomonie, WI, Harvey Ellis, 1889. Photo: Miller Dunwiddie Architecture.

Composite Materials. Composite siding, Private Residence, Washington, DC, William Lescaze, 1940.

Simulative Materials. Detail, wood used to simulate cut stone.

Roofs. Asphalt roof shingles on a 1920s-era house.

Windows. Paired wood windows with stained glass lunette on a Romanesque revival-style rowhouse.

Entrances and Porches. Decorative stone entrance with etched-glass revolving door on early-20th century office building.

Storefronts. Ellicott City, MD.

Curtain Walls. Simms Building, Albuquerque, NM, Flatow & Moore, 1954. Photo: Harvey M. Kaplan.

Structural Systems. Boiler Maker Shops, Navy Yard Annex, Washington, DC, 1919.

Mechanical Systems. Historic Radiator.

Spaces, Features, and Finishes. Interior, Saenger Theater, New Orleans, LA, Emile Weil, 1927. Photo: Courtesy Saenger Theater.

Site. Vineyard, Charles Krug Winery, St. Helena, CA. Photo: Rocco Ceselin. Inset: Redwood Cellar, 1872, Charles Krug Winery. Photo: Rien van Rijthoven.

Setting. Late-19th-century residential historic district.

Accessibility. Gradual slope added to sidewalk and paving for accessibility. Schmidt Brewery, St. Paul, MN, late 19th-early 20th century.

Life Safety. Code-required, supplemental stair railing.

Resilience to Natural Hazards. Farnsworth House, Plano, IL, Mies van der Rohe, 1951. Photo: Courtesy Farnsworth, A Site of the National Trust for Historic Preservation.

Sustainability. Traditional sustainable features include deep porches and window shutters in southern architecture.

New Additions and Related New Construction. Private Residence, Washington, DC, Cunningham/Quill Architects. Photo: © Maxwell MacKenzie.

CHAPTER HEADS

Preservation. Old Santa Fe Trail Building (National Park Service Intermountain Regional Office), Santa Fe, NM. This adobe building was designed by John Gaw Meem in the Spanish-Pueblo Revival style, and constructed for the National Park Service through the auspices of the Civilian Conservation Corps (CCC) and the Works Project Administration (WPA) in 1939. Photo: MRWM Landscape Architects.

Rehabilitation. The Arcade, Providence, RI, 1828. Photo: Northeast Collaborative Architects, Ben Jacobson, photographer.

Restoration. Montpelier, Montpelier Station, VA. National Trust for Historic Preservation, Administered by The Montpelier Foundation. Photo: Courtesy The Montpelier Foundation.

Reconstruction. The Cathedral of Saint Michael the Archangel, Sitka, AK, built early 1840s, reconstructed 1961. Photo: Barek at Wikimedia Commons.

Photographs not individually credited are from National Park Service files.

ACKNOWLEDGEMENTS

This edition of *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings* has been produced in part to ensure that the National Park Service continues to fulfill its responsibility to promote the preservation of the historic buildings that are part of the nation's cultural heritage. This has been a collaborative effort undertaken by the office of Technical Preservation Services (TPS) in the National Park Service, with the assistance of other National Park Service programs, State Historic Preservation Offices (SHPO), the Advisory Council on Historic Preservation, Federal Agency Historic Preservation Officers, the National Trust for Historic Preservation, and others. The comments and suggestions provided by these agencies and organizations, together with important contributions from the TPS professional staff, have been invaluable in the development of this revised and updated guidance on preserving, rehabilitating, restoring, and reconstructing historic buildings that accompany *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

PREFACE

The year 2016 was significant as the Centennial of the National Park Service, which was established as a new bureau within the Department of the Interior by the Organic Act on August 25, 1916. As directed in this legislation, the National Park Service has served for one hundred years as steward of the “Federal areas known as national parks, monuments and reservations...to conserve the scenery and the natural and historic objects and the wild life therein and to...leave them unimpaired for the enjoyment of future generations.”

The year 2016 also marked the 50th anniversary of the passage of the National Historic Preservation Act on October 15, 1966. The Act increased the scope and responsibilities of the National Park Service with regard to the preservation of cultural resources. The National Historic Preservation Act charges the National Park Service (through authority delegated by the Secretary of the Interior) to establish and administer a national historic preservation program and to develop and promulgate standards and guidelines for the treatment of historic properties.

The Secretary of the Interior’s Standards for Historic Preservation Projects were first issued in 1978. In 1979 they were published with Guidelines for Applying the Standards and reprinted in 1985. The Standards were revised in 1992, when they were retitled *The Secretary of the Interior’s Standards for the Treatment of Historic Properties*.

The Standards were codified in the Federal Register in 1995, the same year that they were published with guidelines as *The Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*. These Standards and Guidelines provide a critical part of the framework of the national preservation program. They are widely used at the federal, state, and local levels to guide work on historic buildings, and they also have been adopted by Certified Local Governments and historic preservation commissions across the nation.

In 2010 the National Park Service issued *A Call to Action: Preparing for a Second Century of Stewardship and Engagement*, a plan to chart a path for its next 100 years. This plan identified a number of actions with the goal to “preserve America’s special places in the next century,” which included updating National Park Service policies and guidance. The project to update *The Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings* was undertaken as part of this broader effort.

Since these Guidelines were first published in 1995, a greater number of buildings and building types, telling a broader range of stories that are part of the nation’s heritage, have been recognized as “historic”

and eligible for listing in the National Register of Historic Places. These guidelines have been updated and expanded to address the treatment of these buildings constructed with newer materials and systems from the mid- and late-20th century.

The updated Guidelines have the same organization as the prior version, beginning with an introduction and a historical overview, followed by chapters that focus on each of the four treatments: preservation, rehabilitation, restoration, and reconstruction. The historical overview has been expanded; not only has the information on historic materials, systems, features, and special issues that comprised the previous edition been more fully developed, but new entries have been added on glass, paint and other coatings, composite materials, imitative materials, and curtain walls.

In each of the four chapters, the “Recommended” and “Not Recommended” treatments have been updated and revised throughout to ensure that they continue to promote the best practices in preservation. The section on exterior additions to historic buildings in the Rehabilitation Guidelines has been broadened also to address related new construction on a building site. A section on code-required work is now included in all of the chapters. “Energy Efficiency” has been eliminated, since it is more fully covered by the guidance provided on sustainability in *The Secretary of the Interior’s Standards for Rehabilitation and Illustrated Guidelines on Sustainability*

for Rehabilitating Historic Buildings (published in 2011), which has general applicability to all the treatments and is incorporated here by reference. Sections on “Resilience to Natural Hazards” have been added, but these topics will be more fully addressed in separate documents and web features. Finally, the updated Guidelines feature all new, and many more, illustrations in color.

Herewith Technical Preservation Services issues the National Park Service Centennial edition of *The Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*, updated and revised in recognition of the 50th anniversary of the National Historic Preservation Act, to ensure that the preservation guidance for historic buildings provided by the National Park Service continues to be meaningful and relevant in the 21st century.

*Technical Preservation Services
National Park Service*

Technical Preservation Services National Park Service

The office of Technical Preservation Services (TPS) in the Cultural Resources directorate of the National Park Service is responsible for developing and promulgating preservation standards and guidance specifically as it relates to historic buildings. TPS has produced an extensive amount of technical, educational, and policy guidance on the maintenance and preservation of historic buildings. TPS developed the original and current versions of *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*. The many technical publications and web features on preserving historic buildings prepared by TPS are well known, especially the *Preservation Briefs* and the *Preservation Tech Notes* series. It is not feasible to include a complete list here of all the materials available from TPS because of the sheer volume of information. Materials developed by TPS are available in printed form and/or online from the TPS website at <https://www.nps.gov/tps> (or search for Technical Preservation Services at <https://www.nps.gov>). TPS also administers the Federal Historic Preservation Tax Incentives Program, which encourages private sector investment in the rehabilitation and reuse of historic buildings.

INTRODUCTION

Using the Standards and Guidelines for Preservation, Rehabilitation, Restoration, and Reconstruction Projects

The Secretary of the Interior's Standards for the Treatment of Historic Properties address four treatments: preservation, rehabilitation, restoration, and reconstruction. As stated in the regulations (36 CFR Part 68) promulgating the Standards, "one set of standards ...will apply to a property undergoing treatment, depending upon the property's significance, existing physical condition, the extent of documentation available, and interpretive goals, when applicable. The Standards will be applied taking into consideration the economic and technical feasibility of each project." These Standards apply not only to historic buildings but also to a wide variety of historic resource types eligible to be listed in the National Register of Historic Places. This includes buildings, sites, structures, objects, and districts.

Guidelines, however, are developed to help apply the Standards to a specific type of historic resource. Thus, in addition to these Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings, there are also guidelines for cultural landscapes, historic lighthouses, historic vessels, historic furnished interiors, and historic covered bridges.

The purpose of *The Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings* is to provide guidance to historic building owners and building managers, preservation consultants, architects, contractors, and project reviewers prior to beginning work. It is always recommended that preservation professionals be consulted early in any project.

The Guidelines are intended as an aid to assist in applying the Standards to all types of historic buildings. They are not meant to give case-specific advice or address exceptions or unusual conditions.

They address both exterior and interior work on historic buildings. Those approaches to work treatments and techniques that are consistent with The Secretary of the Interior's Standards for the Treatment of Historic Properties are listed in the "Recommended" column on the left; those which are inconsistent with the Standards are listed in the "Not Recommended" column on the right.

There are four sections, each focusing on one of the four treatment Standards: Preservation, Rehabilitation, Restoration, and Reconstruction. Each section includes one set of Standards with accompanying Guidelines that are to be used throughout the course of a project.

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project. However, new exterior additions are not within the scope of this treatment. The Standards for Preservation require retention of the greatest amount of historic fabric along with the building's historic form.

Rehabilitation 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 Rehabilitation Standards acknowledge the need to alter or add to a historic building to meet continuing or new uses while retaining the building's historic character.

Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project. The Restoration Standards allow for the depiction of a building at a particular time in its history by preserving materials, features, finishes, and spaces from its period of significance and removing those from other periods.

Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location. The Reconstruction Standards establish a limited framework for recreating a vanished or non-surviving building with new materials, primarily for interpretive purposes.

The Guidelines are introduced with a brief overview of the primary materials used in historic buildings; the exterior and interior architectural features and systems; the building's site and setting; code-compliance requirements regarding accessibility and life-safety resilience to natural hazards; sustainability; and new additions and related new construction. This overview establishes the format of the Guidelines that follow.

Choosing an Appropriate Treatment for the Historic Building

The Guidelines are intended to promote responsible preservation practices that help protect the nation's irreplaceable cultural resources. For example, they cannot, in and of themselves, be used to make essential decisions about which features of the historic building should be saved and which can be changed. But, once a treatment is selected, the Standards and Guidelines provide a consistent philosophical approach to the work.

Choosing the most appropriate treatment for a building requires careful decision making about a building's historical significance, as well as taking into account a number of other considerations:

Level of Significance. National Historic Landmarks, designated for their "exceptional significance in American history," and other properties important for their interpretive value may be candidates for *Preservation* or *Restoration*. *Rehabilitation*, however, is the most commonly used treatment for the majority of historic buildings. *Reconstruction* has the most limited application because so few resources that are no longer extant can be documented to the degree necessary to accurately recreate the property in a manner that conveys its appearance at a particular point in history.

Physical condition. *Preservation* may be appropriate if distinctive materials, features, and spaces are essentially intact and convey the building's historical significance. If the building requires more extensive repair and replacement, or if alterations or a new addition are necessary for a new use, then *Rehabilitation* is probably the most appropriate treatment.

Proposed use. Many historic buildings can be adapted for a new use or updated for a continuing use without seriously impacting their historic character. However, it may be very difficult or impossible to convert some special-use properties for new uses without major alterations, resulting in loss of historic character and even integrity.

Code and other regulations. Regardless of the treatment, regulatory requirements must be addressed. But without a sensitive design approach such work may damage a building's historic materials and negatively impact its character. Therefore, because the ultimate use of the building determines what requirements will have to be met, some potential uses of a historic building may not be appropriate if the necessary modifications would not preserve the building's historic character. This includes adaptations to address natural hazards as well as sustainability.

HISTORICAL OVERVIEW

Masonry

Stone is one of the more lasting masonry building materials and has been used throughout the history of American building construction. Stones most commonly used in historic buildings in the U.S. are quarried stone, including sandstone, limestone, marble, granite, slate, basalt, and coral stone, and gathered stone, such as fieldstone,

river rock, and boulders. Types of stone differ considerably in hardness, durability, and other qualities. Building stones were usually laid with mortar, but sometimes they were laid without mortar using a dry-stack method of construction. Brick varies in size and permanence. Before 1870, brick clays were pressed into molds and were often unevenly fired. The quality of historic brick depended on the type of clay available and the brick-making technique; by the 1870s, with the perfection of an extrusion process, bricks became more uniform and durable. *Architectural terra cotta* is also a kiln-fired clay product popular from the late 19th century until the 1930s. Its use became more widespread with the development of steel-frame, high-rise office buildings in the early 20th century. *Glazed ceramic architectural siding* was also used as cladding in high-rise buildings somewhat later. *Adobe*, which consists of sun-dried earthen bricks, was one of the earliest building materials used in the U.S., primarily in the Southwest where it is still popular.

Mortar is used to bond together masonry units. Historic mortar was generally quite

soft, consisting primarily of lime and sand with other additives. Portland cement, which creates a more rigid mortar, was first manufactured in the U.S. in the early 1870s, but it was not in common use throughout the country until the early 20th century. Thus, mortar used in buildings from around 1873 until the 1930s ranged from a traditional lime-cement mix to a variety of sand and Portland cement combinations. After this time, most mortar mixes were based on Portland cement. Like historic mortar, early *stucco* was also heavily lime based, increasing in hardness with the addition of Portland cement in the late 19th century.

Concrete has a long history. It is composed of sand, crushed stone, or gravel bound together with lime and, sometimes, natural hydraulic cements. As a construction material concrete is used in a variety of forms, including blocks or units, poured or cast-in-place, and precast panels. *Cast stone* and other manufactured products began to be used around the 1860s as substitutes for natural stone. There are also cementitious materials specific to certain regions, such as *tabby*, which includes crushed shells and is found primarily in coastal areas in the southeastern part of the country. In the 20th century, *reinforced concrete* was developed and has since become one of the most commonly used materials in modern building construction.

While masonry is one of the most durable historic building materials, it is also very susceptible to damage by exposure, improper maintenance or repairs, abrasive cleaning, or the application of non-permeable coatings.



Wood

Wood is one of the most essential materials used in American buildings of every period and style. Its many and varied attributes make it suitable for multiple uses, including structural members, siding, roofing, interior finishes, and decorative features. Many of the first structures in the earliest settlements were built with logs, which were readily available, did not require much finishing, and could be quickly erected with basic tools.

Water-powered sawmills cut logs into timbers and boards, but detailed ornamental features were generally crafted on site using hand tools until after the Civil War. Mechanized production increased the efficiency of cutting logs into timbers, boards, and more intricate components, and the structural and decorative potential of wood's use in building construction expanded. With more efficient production came lower costs, but also the standardization of ready-made moldings and assemblies for windows, doors, and decorative features. Initially, wood was primarily sourced locally, but improved transportation systems made a greater variety of wood species more accessible all over the country. With broader availability, a particular wood could be selected for its suitability in a specific application; however, local species were used most often.

The extensive use of wood in buildings can be attributed to its many properties that include strength in both tension and compression; ease with which it can be cut and shaped; capability to be connected using a variety of fasteners and adhesives; ability to be painted or varnished; and resistance to wear and weather. All of these characteristics, and some more than others, vary according to the species of wood. Although many types and species of wood used historically are no longer available, wood selection and construction practices have always capitalized on its attributes and compensated for its weaknesses. Their resistance to decay made white oak and cedar common choices for roofing shingles, while oak and maple were frequently chosen for flooring because of their hardness. Pine and yellow poplar have often been used for siding and trim because of

their straight grain and ease of milling, but they must be painted to protect them from decay.

Plywood is an engineered product formed by laminating thin sheets of wood together; it was introduced to the U.S. building industry in the early 20th century. Because plywood has greater structural potential than wood, and as a sheet can be installed more efficiently, it soon replaced boards as sheathing before being replaced itself by less-expensive *particle board* for many applications. By applying surface veneers and adhesives, plywood can also be used as siding or for fine interior finishes on paneling or cabinetry. *Glued laminated timber* (glulam), first manufactured in the 1930s, is another engineered wood material. It is an important material in mid-20th-century buildings and often used for massive arches and trusses in sports arenas and similar large, open, column-free spaces.

Many historic buildings have wood structural systems and features, such as stairs or columns. The majority of both practical and decorative features, particularly on the interior, are made of wood, such as flooring and paneling.



Metals

Metal features—including steps, porches, railings, balconies, and entire facades; cornices, siding, cladding, roofs, roof cresting, and storefronts; and doors, window sash, entablatures, and hardware—are often highly decorative as well as practical and are important in defining the overall character of historic American buildings.

Metals commonly used in historic buildings include *lead, tinplate, terneplate, zinc, copper, bronze, brass, iron, steel, aluminum, stainless*

steel, and a variety of other *alloys*. Historic metal building components were often designed by highly-skilled artisans. By the late 19th century, many of these components were prefabricated and available from catalogues in standardized sizes and designs.

Wrought iron is the form in which iron was first used in America. In the beginning, most wrought-iron architectural elements were small, such as nails, tie rods, straps, and hardware. Wrought-iron features



gradually increased in size to include balconies, railings, porches, steps, and fencing. It was not used for structural components until around the mid 19th century, when manufacturing equipment became more sophisticated. **Cast iron** was initially imported from England. Although there were some iron-casting works established before the Revolution, by the early 19th century production had expanded to make a variety of cast-iron features. Structural cast-iron columns were first used in the 1820s, and cast-iron building fronts and decorative structural and ornamental features followed soon after. Cast and wrought iron are often used on the interior of historic buildings as both structural and decorative features, such as columns, staircases, railings, and light fixtures.

Steel, which is an alloy of iron and usually carbon, increased in popularity as manufacturing processes and production improved in the mid-19th century. Structural steel played an important role in the development of high-rise buildings and the skyscraper.

Lead was first used in historic buildings for roofing. **Tinplate orterneplate**, which was made by applying a lead and tin coating to sheet metal or steel, became a common roofing material after it was first produced in the 1820s. (Pure tin was rarely used as a building material because it is so soft.) The application of a **zinc coating** on sheet metal created **galvanized iron**, which was used for roofing and decorative roofing features, such as steeples and roof cresting, as well as other ornamental architectural features, such as door and window hood molds, lintels, and oriel and bay windows. Prefabricated Quonset huts constructed of **corrugated galvanized steel** began to be manufactured during World War II for the military on the battlefield for housing, storage, and other uses.

Entire pressed-metal and galvanized-iron storefronts and individual decorative features were manufactured to simulate wood, stone, or cast iron from the latter part of the 19th century into the early years of the 20th century. **Copper** roofs were installed on many public buildings from the 1790s through the first quarter of the 19th cen-

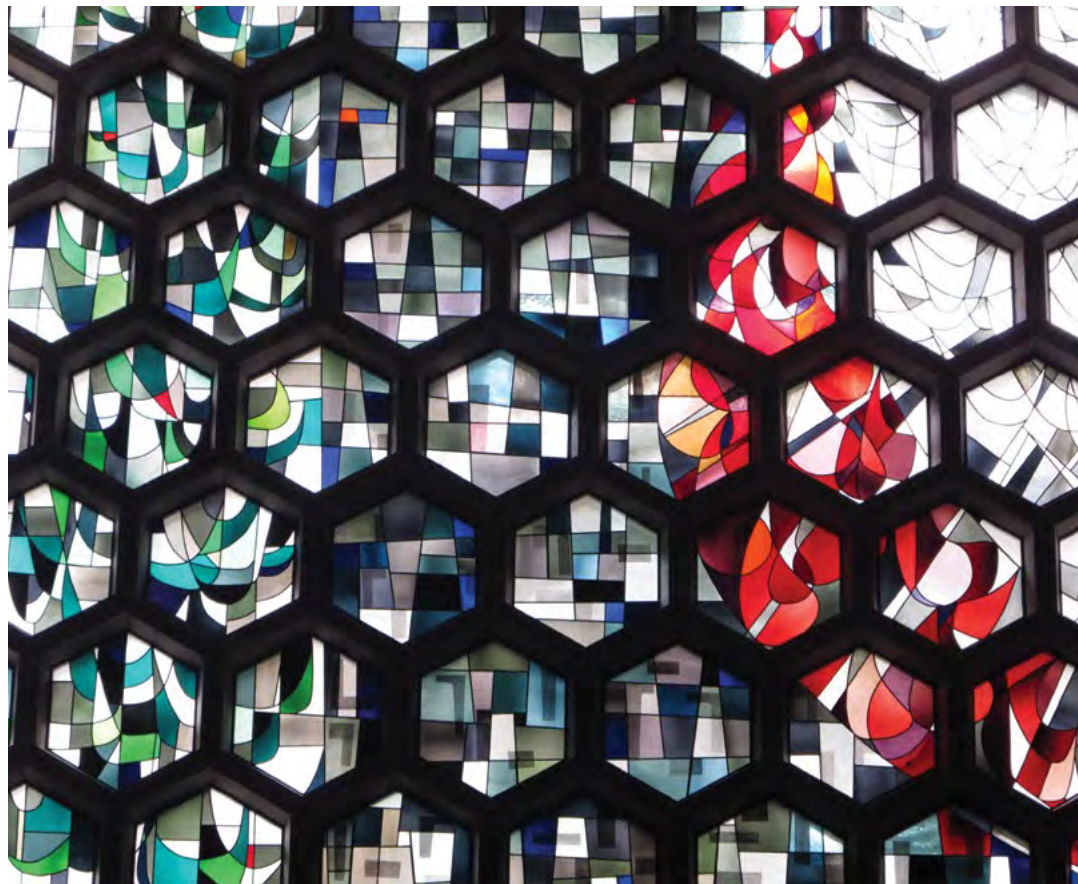
tury. Copper continues to be used, often for porch roofs as well as gutters, downspouts, and flashing. **Bronze** and **brass** are both alloys of copper. Bronze, which weathers well, appears as entrance doors and historic storefronts. Brass, usually polished, is used for decorative interior features, such as grilles and elevator doors. **Nickel**, when employed as a building component, is in the form of an alloy, usually **nickel silver**, **Monel**, or some **stainless steel**. In comparison to other construction metals, stainless steel is quite new, essentially only coming into use in the 1920s when it became a favorite material for Art Deco-style buildings.

Aluminum—lightweight and corrosion-resistant—was not utilized much in buildings because it was so expensive until the 1920s, when expanded production reduced its cost. Aluminum siding, which was advertised as maintenance free, became a popular siding material for single-family residences after it was introduced in the late 1930s. Some of the uses of aluminum include roofing and roofing features, such as gutters, downspouts, and flashing, as well as windows and storefront surrounds.

Porcelain enamel, or **vitreous enamel**, is composed of a thin coating of glass fused to cast-iron or steel sheets, panels, tiles, or shingles. Although developed in the late 19th century, it was not commonly used in buildings until the late 1920s and 1930s for Art Deco and Art Moderne storefronts. Lustron houses, constructed of prefabricated, enameled steel panels and intended for mass production, were introduced in the late 1940s in anticipation of the need for housing after the war. These houses were promoted for their low maintenance, in part because the walls, ceilings, and other interior surfaces were also enameled steel panels and easily washable.

Glass

For centuries, only blown *cylinder* and *crown* glass in small pieces was available and it was expensive. Thus, the glass in early windows in American buildings consisted of small panes which gradually increased in size over the years. With the invention of cast plate glass in 1848, large plates of glass could be manufactured which were strong and inexpensive. *Plate glass* was first used in the early 1850s as the primary exterior material (with a cast-iron framework) for such structures as international exhibition buildings, worlds' fair pavilions, and greenhouses and conservatories. In the early 20th



century, architects began using glass curtain walls in Art Moderne-style architecture and, most notably, the International Style.

Tempered glass is a hardened or toughened glass which began to be used in building construction around 1940. By the middle of the 20th century, glass as a cladding system became synonymous with curtain wall systems.

In addition to clear glass—flat or sometimes curved—there is also stained glass, tinted, patterned, textured, etched, frosted, leaded, painted, colored opaque glass and spandrel glass, prism glass, decorative Val de Verre glass (colored art glass), ceramic frit (pigmented glass enamel fused to a glass surface), and glass block. Many of these types of glass can be found in windows, transoms, doors and entrances, and storefront display windows, whereas some of them—especially opaque, pigmented structural glass with trade names such as Vitrolite, Carrara Glass, and Sani Onyx—are more likely to appear as exterior cladding on Art Deco-style or Art Moderne storefronts. *Spandrel glass* was first introduced on mid-20th-century buildings, particularly in storefront and curtain wall systems. Glass was also used historically in skylights and monitors; in theater, hotel, and apartment building marquees and canopies; and as a component of lightning rods and weathervanes, address plates, and signage.

Glass features on the interior of historic buildings include transoms, windows, privacy screens, office dividers, wall partitions for borrowed light in office corridors, teller windows in banks, ticket windows in train stations and movie theaters, doorknobs, light fixtures, mirrored wall inlay, and also, beginning in the latter part of the 20th century, wall mosaics. Pigmented structural glass can be found in bathrooms and some kitchens because of its sanitary qualities.

Low-e (low emissivity) *glass*, which is primarily used in windows to minimize solar gain, was developed in the last quarter of the 20th century. *Impact-resistant glass* is another more-recently developed type of glass designed to withstand hurricane-force wind and which can also be installed as a blast-resistant security feature.

Paint and Other Coatings

Paints and paint-like coatings have been used on historic buildings in America as protective coatings and for decorative treatments. What is commonly considered to be paint is a liquid consisting of a pigment which makes it opaque and colors it, a binder or base to hold it together, and sometimes a vehicle to carry the pigment. Many historic paints contained lead in the form of lead white, included as a “concealing” pigment that provided opacity, although zinc oxide was also used as an alternative. Lead increased durability and prevented mold and mildew. Titanium dioxide was sometimes used as a substitute for lead in the early 20th century, but lead continued to be an ingredient in most paints until it was banned as a hazardous substance in the U.S. in 1978. Traditional paints had an oil base, usually linseed, and the earliest paint colors were, for the most part, derived from natural pigments. Like today, both glossy and flat (or matte-finish) paints were used historically on the exterior and the interior of a building. After 1875, factory-made paints were readily available. Masonry and wood stains are traditional coatings which also consist of a pigment, a solvent, and little, if any, binder. They have a flat finish and are transparent rather than opaque so that the substrate is still visible.

Other historic paints, such as *whitewash*, are water based and have a flat finish. In addition to water, whitewash is composed of hydrated (slaked) lime, salt, and various other materials and sometimes includes a natural pigment. Whitewash was used on interior plaster, in cellars, and on wood structural components, but not on wood doors, windows, or trim because its flat finish easily rubs off. Whitewash was also used on the exterior of brick or stone buildings, wood fences, and farm outbuildings as a protective coating. Often it was reapplied on an annual basis when it got dirty or if it wore off due to exposure to the weather. *Calcimine* (or *kalsomine*) and *distemper* paints were also water based and included natural glues, gelatin, gums, and whiting to which colored pigments could be added. They were used only on the interior and usually on plaster surfaces. *Casein* is a milk-based paint composed of hydrated lime, pigment, often oil, and a variety of additives to increase its

durability. It was used on both the exterior and the interior of buildings.

The interiors of historic buildings can exhibit a multitude of decorative painted treatments. Marbleized and grained finishes were applied to wood, stone, and plaster to give them the appearance of more exotic and costly materials. Other interior painted treatments, such as murals and stencils, are purely decorative. *Tempera* and *gouache* are traditional water-based paints used almost exclusively for decorative painting.

Experimentation that began early in the 20th century resulted in the development of acrylic water-based paint, commonly known as *latex paint*. *Oil-based/alkyd paint* continues to be used in the 21st century and is still preferred for certain applications. Latex paint tends to be more popular not only because it is water-based (making clean up easy during and after painting), but it also has fewer toxic vapors and, like solvent-based oil/alkyd paints, is very durable.

Varnish, which is used primarily on interior wood features but also on exterior entrance doors, is another traditional coating. Unlike paint, varnish is transparent, composed of a resin, a drying oil, and a solvent. It has a glossy finish, which dulls over time.





Composite Materials: Plastic, Resin, and Vinyl; Fiber-Reinforced Cement Siding; Fiberboard; and Floor Coverings

Plastic is a malleable material composed of synthetic or natural organic materials made from various organic polymers, such as *polyethylene* and *polyvinyl chloride* (PVC), which can be poured into molds or rolled in sheets. It is generally agreed that the term *plastic* was introduced into popular usage in 1907 to describe the first fully synthetic plastic. Improved plastics were available in America by World War I. Production soared during World War II because plastics were needed to make up for the shortage of other materials. In mass production by the 1950s, the industry continued to expand with the development of increasingly more sophisticated plastics.

Vinyl siding came on the market in the late 1950s, and its use, primarily in residential construction, increased as the product improved over the years. Coating canvas awnings with vinyl helped to extend their lifespan, evolving, eventually, into awnings manufactured solely of vinyl. Plastic signs on the exterior of historic commercial buildings changed and radically expanded the role of signage as advertising as well as being important design features themselves. Plastic was used sometimes for decorative trim on storefronts. Vinyl-coated wallpaper was used as early as the 1920s and is still selected for restaurants, commercial spaces, and hospitals because it is durable and washable. Other plastic materials became popular in the 1950s in the form of plastic-laminate sheeting and wall tiles.

Fiber-reinforced plastic (FRP), is made of a polymer matrix mixed with fiber, usually *fiberglass*, to add strength; it is noted for its ability to be molded in thin shells. FRP is sometimes used as a substitute material to recreate missing or deteriorated architectural features in historic buildings. **Acrylic plastic** is a transparent synthetic plastic,

generally identified by one of its trade names—*Plexiglass* or *Lucite*—which was patented in the 1950s as an alternative to glass. **Foamed polystyrene**, better known as *Styrofoam*, was first used in the mid-1950s as building insulation.

Fiber-Reinforced Cement Siding is a composite material made of sand, cement, and cellulose fibers. It was developed in the latter part of the 20th century as a less-hazardous replacement for asbestos cement siding, which preceded it, and was used for siding and roofing shingles from the early 20th century to the 1970s. Fiber-reinforced cement siding is frequently installed in the form of horizontal boards or vertical panels as exterior siding. Fiber-reinforced cement is used on both residential and commercial buildings.

Fiberboard is a composite hardboard material made from pressure-molded wood fibers. It had early precedents in the late 18th century, but was first manufactured in large quantities in the 1920s, with its use expanding in the 1930s and 40s. Fiberboard (or wallboard, as it is commonly known) was marketed by various companies, such as *Masonite*. It was used as sheathing for roofing and siding on the exterior, for insulation, and for interior walls.

The first composite floor covering was *Linoleum*, made from oxidized linseed oil and ground cork or wood flour. Its manufacture in the U.S. began in the late 19th century, about the same time synthetic *rubber floor tile* was also introduced. **Asphalt floor tiles** were first used in the 1920s and remained popular into the 1950s. **Plastic/vinyl** replaced asphalt as a binder in floor tiles in the late 1920s, in part because plastic, unlike asphalt, could be made in lighter colors and a greater variety of colors. Semi-flexible vinyl flooring, manufactured in the form of tiles or rolled sheets, was developed by the 1930s. After the war, it became more affordable and frequently was chosen for both residential and commercial interiors.

Imitative Materials

Imitative building materials are generally common and readily available materials used to simulate a more expensive material. They have a long history in American building construction. **Wood**, cut and planed and sometimes coated with a sand paint, has been used since the 18th century to replicate cut blocks of stone and quoins on the exterior of a building. **Stucco**, applied over any kind of construction (from log to rubble masonry) and scored to resemble stone, could make even a log house look elegant. **Cast iron** and **pressed metal**, whether as a complete façade, a storefront, or an individual feature such as a window hood, cornice, or decorative pilaster, were also used on the exterior of buildings to replicate stone. Not only **architectural terra cotta**, but **cast stone** served as a substitute for stone. **Metal** and **concrete** roofing tiles were used as less-costly alternatives to clay roofing tiles.

In the 20th century, the use of exterior imitative materials expanded as new products were developed. **Asphalt roll siding** that resembled brick could be applied to a wood building, and **asbestos composite shingles** were produced to replace not only wood shingle siding, but also slate roofing shingles. **Aluminum siding** has been used as a replacement for wood siding, followed by **vinyl siding**, **pressed wood siding**, and, more recently, **composite** or **fiber-cement siding**. Manufactured **faux slate roofing** became popular because it costs less than slate and is lighter weight. Over the years, imitative materials have increased in variety as synthetic materials continue to be introduced, including a substitute, an **exterior insulation and finish system (EIFS)**, for another imitative material—stucco. Imitative materials are also used to recreate missing or deteriorated architectural features in historic buildings.

On the interior, imitative materials, such as **scored plaster**, were historically applied to walls to give the appearance of stone. **Painted** or **marbleized finishes** on plaster or wood could further simulate stone, and **decorative graining** could transform the surface of a common wood into a more exotic species. **Scagliola**, which is often applied to brick columns, is a very old technique that uses a plaster-like com-

posite material to simulate marble. **Lincrusta**, an embossed wall covering, was developed in the late 19th century to simulate pressed metal. **Embossed wall coverings** continue to be produced in the 21st century. Concrete, vinyl, and other manufactured flooring materials are designed in many patterns and colors to replicate brick, stone, clay tile, and wood.



Roofs

The roof—with its form; features such as cresting, dormers, cupolas, and chimneys; and the size, color, and patterning of the roofing material—is an important design element of many historic buildings. In addition, a weathertight roof is essential to the long-term preservation of the entire structure. Historic roofing reflects availability of materials, levels of construction technology, climate, and cost.

Throughout all periods of American history, with only minor exception, *wood* has been used for roofing; despite the early use of many other materials, wood shingles remained the most common roofing material throughout much of the 19th century. Initially the species of wood used would have been specific to a region, but the quality and design of a building were usually the prime determinants in the way wood was used, ranging from wide, lapped boards to small, uniform, geometrically-shaped shingles.



Clay tile was used at least in a limited way in the first settlements on the East coast and it was manufactured in America by the mid 17th century. The Spanish influence in the use of clay roofing tiles is apparent in buildings in the south, southwest, and western parts of the country. *Slate* was also an early roofing material, but it was imported until the end of the 18th century when the first slate quarry opened. Both slate and tile roofs

provided fire protection, especially important in urban areas. The use of slate expanded quickly in the second half of the 19th century with the development of the railroads, and it remained a preferred roofing material until the middle of the 20th century.

Lead and *copper* were the first metals used for roofing, later joined by *zinc* and *iron* in the beginning of the 19th century. Lead was used in the mid 19th century for flashing and sometimes for the roofs of bay windows, domed, or steeply-pitched sections of a larger roof, and steeples. Copper has continued in use for roofing, gutters, downspouts, and flashing.

Painted iron was initially used in large sheets, but it was replaced with smaller sheets of iron plated with *tin* or *terne*—a lead-tin mix—which were a more successful roofing material. As plated iron and, later, *steel* became widely available, their light weight, fire resistance, and low cost made them the ideal alternative to wood shingles. *Galvanized metal*—base steel coated with an alloy of zinc—gained widespread popularity in the 20th century. Galvanizing not only protects metal from rusting, but it also adds strength; corrugated sheet metal, when galvanized, became the preferred metal roofing material because it reduced the need for sheathing. Galvanized steel also could be stamped into sheets simulating shingles and clay tiles.

In the late 19th century, *concrete* roofing tiles began to be produced as a substitute for clay tiles. At about the same time, *composition* roofing (built-up or roll roofing) was developed. This is a layered assembly of felt sheets and coal tar or asphalt, topped with gravel that is suitable for waterproofing flat and low-sloped roofs. Shortly after the start of the 20th century, *asbestos fiber cement* and *asphalt* shingles came into use as less-expensive alternatives to slate. Later in the 20th century, sheets of *modified bitumen* and *synthetic rubber* provided more options for a flat roof. By the end of the 20th century, *liquid* and *vinyl membranes* were also installed on flat roofs, and *synthetic recycled materials* were used increasingly for both new and replacement roofs.

Windows

Technology and prevailing architectural styles shaped the history of windows in America. The earliest windows were essentially medieval in their form. Small panes of glass, usually diamond-shaped and held together with lead, were set in a hinged casement sash of wood or iron. By the beginning of the 18th century, the glass had increased in size and had become rectangular, with putty holding it in place. Wood muntins replaced lead came between the panes, and two sashes were placed in a frame where the lower one could slide vertically. Such simple windows remained common in utilitarian buildings well into the 20th century. With the introduction of iron pulleys, the sash could be hung from cords connected to counterweights, which resulted in single-hung windows, or double hung when both sashes were counterbalanced.

Sash increased in depth as it evolved, providing additional strength that allowed narrower muntins. As the production of glass (blown initially as a disk and later as a cylinder) improved, larger pieces of glass became more affordable, resulting in fewer panes of glass in a window. A sash that would have had twelve panes of glass in the 18th century often had only two by the mid 19th century. After about 1850, with the advent of mass-produced millwork, standard profiles and sizes of windows were established with a wide variety of designs and glazing configurations that could be purchased from catalogues. The Chicago window, which featured a large fixed pane of glass in the center with a narrow, double-hung, operable sash window on either side of it, was introduced in the last decades of the 19th century as a feature of the Chicago School-style of architecture. The picture window, popular in ranch-style houses in the mid 20th century, evolved from this.

Steel was employed beginning at the end of the 19th century to build fire-resistant windows in tight urban environments. These hollow-core windows were frequently galvanized. Windows with solid, rolled steel sections were first produced in the first decade of the 20th century in many forms, ranging from casements (especially popular in domestic construction) to large, multi-pane units

that provided whole walls of natural light in industrial and warehouse buildings. Operable vents in these large windows pivoted on simple pins. Their relatively small panes and the fact that they were puttied in from the interior made the inevitable breakage easy and inexpensive to repair. Rolled steel was also used for double-hung windows, which were common in high-rise buildings in the 1920s and beyond. Aluminum windows were developed in the 1930s and, by the 1970s, rivaled wood in popularity, particularly in commercial and institutional buildings. They were produced in a variety of styles and functionality, including casement, hopper, awning, and double-hung sash.

Metal-clad (initially copper) wood windows appeared early in the 20th century but were not common until the later part of the century, when enameled aluminum cladding replaced copper. Although used primarily as replacements in older buildings, vinyl windows were developed in the latter part of the 20th century and marketed as inexpensive and thermally efficient. Modern windows are also made of fiberglass and polymer-based composites.

Storm windows were used historically and are still used to help regulate interior temperatures. Limited commercial use of thermal-pane or insulated glass in windows began in the 1930s, but it was not readily available until about 1950. Tempered glass also came into use about this time. Since then, work has continued to improve its efficiency and to reduce the effect of ultra-violet rays with tinted and low-e (low emissivity) glass. Impact-resistant glass is not new, but its use in windows continues to expand to meet modern hurricane code requirements as well as protection and security requirements.



Entrances and Porches

Entrances and porches are often the focus of historic American buildings. With their functional and decorative features (such as doors, steps, balustrades, columns, pilasters, and entablatures), they can be extremely important in defining the historic character of a building. In many cases, porches were also energy-saving features and remain so today, shading southern and western elevations. Usu-



ally, entrances and porches were integral components of a historic building's design; for example, porches on Greek Revival houses, with pediments and Doric or Ionic columns, echoed the architectural elements and features of the building itself. Center, single-bay porches or arcaded porches are evident in Italianate-style buildings of the 1860s. Doors of Renaissance Revival-style buildings frequently featured entablatures or pediments. Porches characterized by lathe-turned porch posts, railings, and balusters were especially prominent and decorative features of Eastlake, Queen Anne, and Stick-style houses. Deep porches on bungalows and Craftsman-style houses of the early 20th century feature tapered posts, exposed posts and beams, rafter tails, and low-pitched roofs with wide overhangs.

Late 19th- and early 20th-century high-rise buildings are often distinguished by highly-ornamented entrances, some with revolving doors, which were introduced around the turn of the 20th century. Some commercial structures in the early- to mid-20th century have recessed entrances with colorful terrazzo flooring. Entrances to Art Deco-style residential and commercial buildings often feature stylized glass and stainless-steel doors with geometric designs. Entrances on modernist buildings may have simple glazing and, frequently, projecting concrete or metal canopies.

Porches can have regional variations, not only in style, but also in nomenclature. For instance, in Hawaii, *lanai* is used to describe a type of porch which might be known as a *veranda* in some parts of the South, a *piazza* in Charleston, or a *gallery* in New Orleans.

Storefronts

The storefront is often the most prominent feature of a historic commercial building, playing a crucial role in a store's advertising and merchandising strategy. The earliest storefronts in America, dating from the late 18th and early 19th centuries, had small, residential-style windows with limited display space. A few featured oriel windows or glass vitrine cases (sometimes added later) that projected out from the façade. Early storefront systems were frequently wood. In the 19th century, storefront display windows progressively increased in size as plate glass became available in larger units. This reflected the fact that cast-iron columns and lintels were thinner, allowing larger sheets of glazing that became available at about the same time. In some regions, storefronts and the entire building façade were constructed entirely of cast iron, later followed by galvanized metal, copper, bronze, and aluminum.

Historic storefront systems have many different configurations: they may have multiple entrance doors (including one to access an upstairs apartment if one exists); they may be symmetrical or asymmetrical; and entrances may be flush or recessed from the shop's windows. Transoms, sometimes with prism glass, are often a component of storefronts. In the 19th century, awnings added another feature to the storefront. Permanent metal canopies attached to the façade or supported by free-standing posts or columns, as well as retractable canvas awnings, provided shelter for customers and merchandise alike. As the 20th century progressed, new storefront designs were introduced, some with deeply recessed entrances with expanded display cases or "floating display islands." In the 1920s, 1930s, and later, structural pigmented glass such as Carrara Glass, Vitrolite, and Sani Onyx; aluminum and stainless steel; porcelain enamel; glass block; neon signs; and other new materials were introduced in Art Deco-style and Art Moderne storefronts. Modular storefront systems were introduced after World War II.

Storefronts are typically altered more than any other building feature to reflect the latest architectural styles and appear up-to-date



to attract customers. Older storefronts were often remodeled with a new design and materials by installing pigmented structural glass, for instance, and other 20th-century materials. These altered storefronts may have acquired significance in their own right and, in this case, should be retained.

Curtain Walls

Curtain wall construction was originally based on a steel framework. Today, most curtain wall construction utilizes an extruded aluminum framework, which became popular in the 1930s in the U.S. and came into its own after World War II. A curtain wall is not a structural system and, although it is self supporting, does not carry the weight of the building. Rather, it is an exterior wall hung or attached to the structural system. Curtain wall construction most frequently employs glass, metal panels, thin stone veneer, and other cladding materials, although louvers and vents, like glass panels, can also be set into the metal framework. Newer curtain wall systems may



incorporate rain screens and glass fiber reinforced concrete panels (GFRC). Because curtain wall construction uses relatively lightweight and less expensive materials, it reduces building costs, which, in part, explains its popularity.

There are essentially two types of curtain wall systems: *stick* systems and *unitized* or *modular* systems. A *stick* system is a framing system composed of long metal pieces (sticks) put together individually using vertical pieces (mullions) between floors and horizontal pieces between the vertical members. The framing members may sometimes be assembled in a factory, but the installation and glazing is done on site. A *unitized* or *modular* curtain wall system consists of ready-to-hang, pre-assembled modules which already include glazing or other panel infill. These modular units are usually one story in height and approximately five- to six-feet wide. Both types of curtain walls are attached to floor slabs or columns with field-drilled bolts in mated, adjustable anchor brackets.

Glass panels in curtain wall systems can be fixed or operable and can include spandrel glass, clear, or tinted glass. Stone veneer panels may be slate, granite, marble, travertine, or limestone. Metal panels can be aluminum plate, stainless steel, copper, or other non-corrosive types of metal. Other materials used in curtain wall systems include composite panels (such as honeycomb composite panels, consisting of two thin sheets of aluminum bonded to a thin plastic layer or rigid insulation in the middle); architectural terra cotta; glazed ceramic tile; and fiber-reinforced plastic (FRP).

Structural Systems

Numerous types of structural systems have been employed in the construction of buildings throughout American history. Some systems and building methods overlapped, and many remained in use for years. These systems—listed according to the period when they were first introduced—include but are not limited to: *wood-frame* construction (17th century), *load-bearing masonry* construction (18th century), *balloon-frame* construction (19th century), *brick cavity-wall* construction (19th century), *heavy-timber post and beam* industrial construction (19th century), *fireproof iron* construction (19th century), *heavy masonry and steel* construction (19th century), *skeletal steel construction* (19th century), *light frame and veneer brick* construction (20th century), and *cast-in-place concrete*, *concrete block*, and *slab and post* construction (20th century).

Exposed iron and steel structural systems are character defining in many utilitarian and industrial structures of the late 19th and early 20th centuries that have large open interior spaces, such as train sheds and armories. Exposed wood structural systems became an important interior decorative element during the Arts and Crafts period and in Craftsman-style bungalows in the early 20th century. Exposed cast-concrete structural systems and system components define the character of many industrial interiors and, later, other interior spaces in 20th-century buildings.

If features of the historic structural system are exposed (such as load-bearing brick walls, cast-iron columns, roof trusses, posts and



beams, vigas, and outriggers, or masonry foundation walls), they are likely to be important in defining the building's overall historic character. A concealed structural system, although not character defining, may still be significant as an example of historic building technology.

Mechanical Systems

Mechanical, lighting, and plumbing systems improved significantly with the onset of the Industrial Revolution. The 19th-century interest in hygiene, personal comfort, and reducing the spread of disease resulted in the development of central heating, piped water, piped gas, and networks of underground cast-iron sewers in urban areas. The mass production of cast-iron radiators made central heating affordable to many. By the turn of the 20th century, it was common for heating, lighting, and plumbing to be an integral part of most buildings.

The increasing availability of electricity as the 20th century progressed had a tremendous effect on the development of mechanical systems and opened up a new age of technology. Electric lighting brightened the interiors of all types of buildings, as well as building exteriors, their sites, and settings. Electricity not only improved heating systems, but in the 1920s it also brought central air conditioning to movie theaters and auditoriums, where it was first installed. By the middle of the 20th century, forced-air systems

provided both heat and cooling in many buildings. In the late 20th century, as HVAC systems increased in efficiency, they decreased in size, with smaller components, such as split ductless systems with wall-mounted air handlers, cassette ceiling-mounted diffusers, or high-velocity mini duct systems. These systems can be especially useful for retrofitting historic buildings because they are small and unobtrusive. Heat pumps, another late-20th century invention, can help to supplement existing HVAC systems.

Replacing hydraulic elevators, which were invented in the mid-19th century, with electric elevators in the early decades of the 20th century resulted in a boom in the construction of taller high-rise buildings and skyscrapers. Escalators, also invented in the mid 19th century, became more and more common as the 20th century advanced. By the latter part of the century, moving walkways helped facilitate travelers' passage from one place to another in transportation centers, such as airports.

The visible decorative features that remain of historic mechanical systems (such as grilles, lighting fixtures, elevator doors, and escalators) themselves may contribute to the overall historic character of the building and should be retained when feasible. Reusing an existing, functioning system and upgrading it as needed, should always be considered when feasible. However, because a mechanical system needs to work efficiently, most historic or older systems will likely need to be replaced to meet modern requirements.

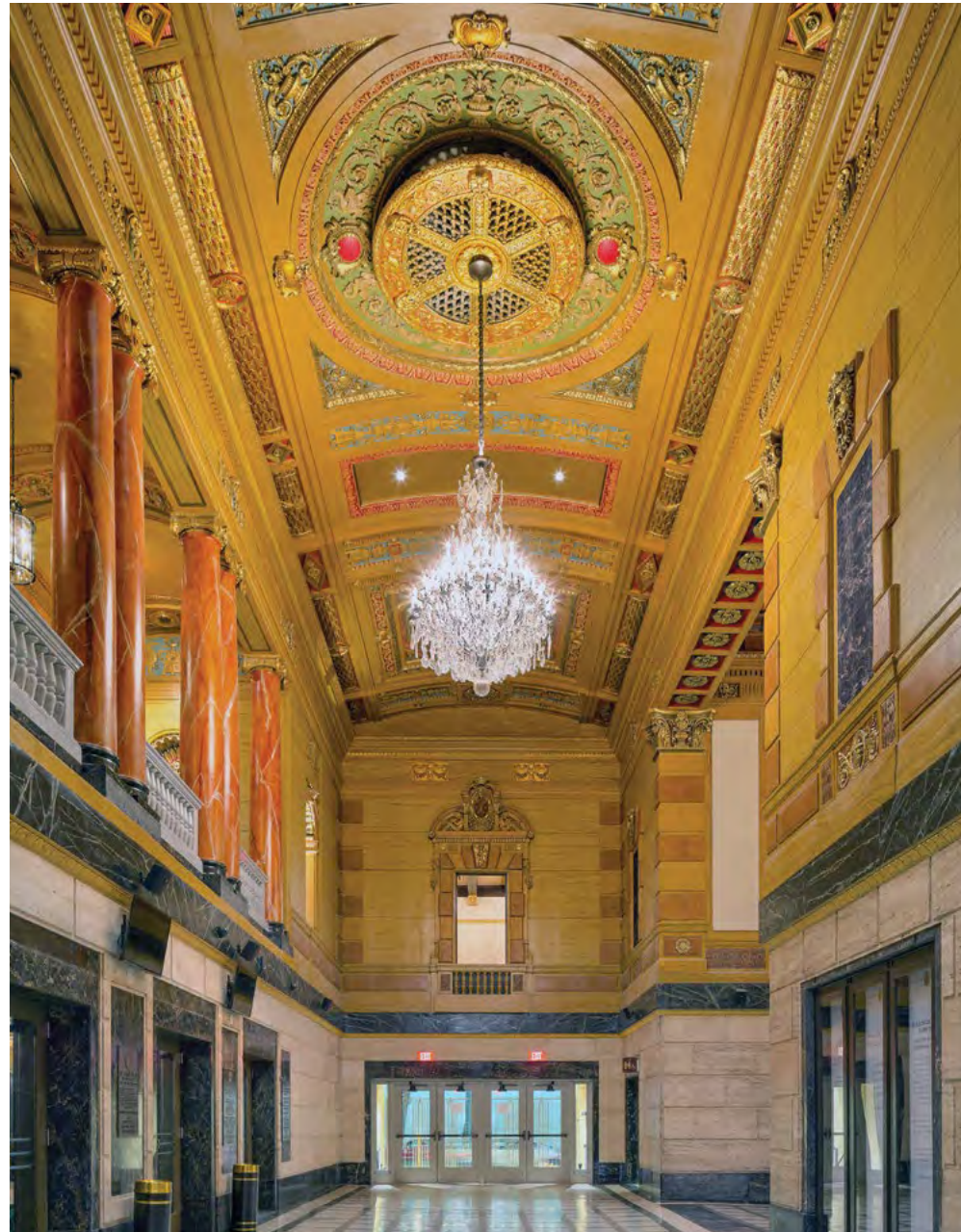


INTERIOR SPACES, FEATURES, AND FINISHES

Spaces

The earliest buildings in America were very basic and likely to have only one or, perhaps, two rooms. As communities became more established and prosperous, buildings—houses in particular—increased in size, and construction became more elaborate and sophisticated, reflecting the wealth and tastes of individual owners. Larger buildings inevitably included multiple rooms designed to accommodate a variety of purposes. Thus, the interior floor plan, the arrangement and sequence of spaces, and built-in features and applied finishes are individually and collectively important in defining the historic character of the building. With the exception of most historic utilitarian buildings, manufacturing and industrial buildings, garages, and maintenance facilities, interiors are typically composed of a series of primary and secondary spaces. This succession of spaces is applicable to many historic buildings, from courthouses to cathedrals to cottages and commercial structures. Primary spaces, including entrance halls, lobbies, double parlors, living rooms, corridors, and assembly spaces, are defined not only by their function, but also by their location, features, finishes, size, and proportion.

Secondary spaces in historic interiors are generally more functional than decorative and, depending on the building's use, may include kitchens, bathrooms, utility rooms, attics, basements, mail rooms, rear hallways, and most office spaces. Although these spaces were important to how the building functioned historically, they are generally less significant than primary spaces and, thus, are usually the most appropriate places to make changes which may be necessary in a historic building, such as those required to meet code or to install mechanical equipment. The traditional sequence of interior spaces in late 19th- through early 20th-century high-rise buildings went from public areas (such as the lobby) on the first floor



and corridors on upper floors to the private spaces behind them (i.e., offices, apartments, or hotel rooms). This hierarchy of spaces continues to define the historic character of many high-rise buildings. However, in commercial structures built on speculation with open floor plans, the upper floors, especially, are likely to have been reconfigured many times. In some cases, these interiors may have little historic character but, in others, the spaces and their appearance may have acquired significance because of a specific tenant, use (such as a boardroom or executive office), or an event.

Features and Finishes

Historic character-defining features and finishes can range from very elaborate to very simple and plain, or from formal to utilitarian. The interior features that are important to a particular building generally reflect its original or historic use. Thus, the interior features and finishes of industrial and factory buildings are basic and practical, with exposed structural systems; wood, brick, or concrete walls and floors; large windows or monitors with clerestory windows to provide natural light; and minimal or no door and window surrounds. Commercial, office, hotel, and high-rise apartment buildings have public spaces that often include highly-decorated lobbies, elevator lobbies with marble flooring, wood or marble wainscoting in the upper corridors and, particularly in office buildings, offices separated from hallways by heavy doors with glass transoms and glass wall partitions for borrowed light. The repetitive pattern itself of the corridors on the upper floors in these multi-story buildings is also often significant in defining their historic character. Individual historic residential structures frequently have painted plaster walls and ceilings, door and window trim, fireplaces with mantels, wood flooring, and a staircase if the house has more than one story. Some mid-to late-20th-century houses that are less traditional in design have simpler and less-ornamented interiors.

Building Site

The building site consists of a historic building or buildings, structures, and associated landscape features and their relationship within a designed or legally-defined parcel of land. A site may be significant in its own right or because of its association with the historic building or buildings.



Setting (District/Neighborhood)

The setting is the larger area or environment in which a historic building is located. It may be an urban, suburban, or rural neighborhood or a natural landscape in which buildings have been constructed. The relationship of buildings to each other, setbacks, fence patterns, views, driveways and walkways, and street trees and other landscaping together establish the character of a district or neighborhood.



Special Requirements: Code-Required Work

Sensitive solutions to meeting code requirements are an important part of protecting the historic character of the building. Thus, work that must be done to meet accessibility and life-safety requirements must always be assessed for its potential impact on the historic building.

Accessibility

It is often necessary to make modifications to a historic building to make it compliant with accessibility code requirements. Federal rules, regulations, and standards provide guidance on how to make historic buildings accessible. Work must be carefully planned and undertaken in a manner that results in minimal or no loss of historic exterior and interior character-defining spaces, features, or finishes. The goal should be to provide the highest level of access with the least impact to the historic building.



Life Safety

When undertaking work on historic buildings, it is also necessary to consider the impact that meeting life-safety codes (public health, occupational health, life safety, electrical, seismic, structural, and building codes) will have on both exterior and interior spaces, features, and finishes. Historic building materials that are hazardous, such as lead paint and asbestos, will require abatement or encapsulation. Some newer life-safety codes are more flexible and allow greater leniency for historic buildings when making them code compliant. It is also possible that there may be an alternative approach to meeting codes that will be less damaging to the historic building. Coordinating with code officials early in project planning will help ensure that code requirements can be met in a historic building without negatively impacting its character.



Resilience to Natural Hazards

The potential future impacts of natural hazards on a historic building should be carefully evaluated and considered. If foreseeable loss, damage, or destruction to the building or its features can be reasonably anticipated, treatments should be undertaken to avoid or minimize the impacts and to ensure the continued preservation of the building and its historic character. In some other instances, the effects may be minimal or more gradual and the impacts unknown or not anticipated to affect the property until sometime in the future. In all instances, a building should be maintained in good condition and monitored regularly, and historic documentation should be prepared as a record of the building and to help guide future treatments.

Some impacts of natural hazards may be particularly sudden and destructive to a historic building (such as riverine flash flooding,

coastal storm surge, an earthquake, or a tornado) and may require adaptive treatments that are more invasive. When a treatment is proposed for a building that addresses such potential impacts and will affect the building's historic character, other feasible alternatives that would require less change should always be considered first. In some instances, a certain degree of impact on a building's historic character may be necessary to ensure its retention and continued preservation. In other instances, a proposed treatment may have too great an impact to preserve the historic character of the building. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. Some historic buildings may have been altered previously or be in regions where it has been traditional to adapt buildings frequently subject to damage from natural hazards, such as flooding. All these factors

should be taken into consideration when planning preventive treatments. The goal should always be to minimize the impacts to the building's historic character to the greatest extent possible in adapting the building to be more resilient.



Sustainability

Before implementing any energy improvements to enhance the sustainability of a historic building, the existing energy-efficient characteristics of the building should be evaluated. Historic building construction methods and materials often maximized natural sources of heating, lighting, and ventilation to respond to local climatic conditions. The key to a successful project is to identify and understand any lost original and existing energy-efficient aspects of the historic building, as well as to identify and understand its character-defining features to ensure they are taken into account. The most sustainable building may be one that already exists. Thus, good

preservation practice is very often synonymous with sustainability. There are numerous treatments—traditional as well as new technological innovations—that may be used to upgrade a historic building to help it operate more efficiently while retaining its character.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*. Although specifically developed for the treatment Rehabilitation, the Sustainability Guidelines can be used to help guide the other treatments.



New Exterior Additions and Related New Construction

A new exterior addition to a historic building should be considered in a rehabilitation project only after determining that requirements for a new or continuing use cannot be successfully met by altering non-significant interior spaces. If the existing building cannot accommodate such requirements in this way, then an exterior addition or, in some instances, separate new construction on a site may be acceptable alternatives.

A new addition must preserve the building's historic character, form, significant materials, and features. It must be compatible with the massing, size, scale, and design of the historic building while differentiated from the historic building. It should also be designed and

constructed so that the essential form and integrity of the historic building would remain if the addition were to be removed in the future. There is no formula or prescription for designing a compatible new addition or related new construction on a site, nor is there generally only one possible design approach that will meet the Standards.

New additions and related new construction that meet 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 to maintain the historic character and the identity of the building being enlarged.

New additions and related new construction that are either identical to the historic building or in extreme contrast to it are not compatible. Placing an addition on the rear or on another secondary elevation helps to ensure that it will be subordinate to the historic building. New construction should be appropriately scaled and located far enough away from the historic building to maintain its character and that of the site and setting. In urban or other built-up areas, new construction that appears as infill within the existing pattern of development can also preserve the historic character of the building, its site, and setting.



STANDARDS FOR PRESERVATION & GUIDELINES FOR PRESERVING HISTORIC BUILDINGS

Preservation

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.



Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

GUIDELINES FOR PRESERVING HISTORIC BUILDINGS

INTRODUCTION

Preservation is the appropriate treatment when the objective of the project is to retain the building as it currently exists. This means that not only the original historic materials and features will be preserved, but also later changes and additions to the original building. The expressed goal of the **Standards for Preservation and Guidelines for Preserving Historic Buildings** is retention of the building's existing form, features, and materials. This may be as simple as maintaining existing materials and features or may involve more extensive repair. Protection, maintenance, and repair are emphasized while replacement is minimized.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment **Preservation** begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on *identifying, retaining, and preserving* character-defining features is always given first.

Stabilize Deteriorated Historic Materials and Features as a Preliminary Measure

Deteriorated portions of a historic building may need to be protected through preliminary stabilization measures until additional work can be undertaken. *Stabilizing* may begin with temporary structural reinforcement and progress to weatherization or correcting unsafe conditions. Although it may not be necessary in every

preservation project, stabilization is nonetheless an integral part of the treatment **Preservation**; it is equally applicable to the other treatments if circumstances warrant.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of **Preservation** work, then *protecting and maintaining* them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and during preservation work.

Repair (Stabilize, Consolidate, and Conserve) Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, *repairing* by *stabilizing, consolidating, and conserving* is recommended. The intent of **Preservation** is to retain existing materials and features while introducing as little new material as possible. Consequently, guidance for repairing a historic material, such as masonry, begins with the least degree of intervention possible, such as strengthening materials through consolidation, when necessary, or repointing with mortar of an appropriate strength. Repairing masonry, as well as wood and metal features, may include patching, splicing, or other treatments using recognized preservation methods. All work should be physically and visually compatible.

Limited Replacement in Kind of Extensively Deteriorated Portions of Historic Features

The greatest level of intervention in this treatment is the *limited replacement in kind* of extensively deteriorated or missing components of features when there are surviving prototypes or when the original features can be substantiated by documentary and physical evidence. The replacement material must match the old, both physically and visually (e.g., wood with wood). Thus, with the exception of hidden structural reinforcement, such as steel rods, substitute materials are not appropriate in the treatment **Preservation**. If prominent features are missing, such as an interior staircase or an exterior cornice, then a Rehabilitation or Restoration treatment may be more appropriate.

Code-Required Work: Accessibility and Life Safety

These sections of the **Preservation** guidance address work that must be done to meet accessibility and life-safety requirements. This work may be an important aspect of preservation projects, and it, too, must be assessed for its potential negative impact on the building's character. For this reason, particular care must be taken not to obscure, damage, or destroy character-defining materials or features in the process of undertaking work to meet code requirements.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a **Preservation** project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when planning new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Sustainability

Sustainability should be addressed as part of a **Preservation** project. Good preservation practice is often synonymous with sustainability. Existing energy-efficient features should be retained and repaired. New sustainability treatments should generally be limited to updating existing features and systems so as to have the least impact on the historic character of the building.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*. Although specifically developed for the treatment Rehabilitation, the Sustainability Guidelines can be used to help guide the other treatments.

***Preservation as a Treatment.** When the property's distinctive materials, features, and spaces are essentially intact and thus convey the historic significance without extensive repair or replacement; when depiction at a particular period of time is not appropriate; and when a continuing or new use does not require additions or extensive alterations, Preservation may be considered as a treatment. Prior to undertaking work, a documentation plan for Preservation should be developed.*

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building (such as walls, brackets, railings, cornices, window and door surrounds, steps, and columns) and decorative ornament and other details, such as tooling and bonding patterns, coatings, and color.	Altering masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic masonry features instead of repairing or replacing only the deteriorated masonry. Applying paint or other coatings (such as stucco) to masonry that has been historically unpainted or uncoated. Removing paint from historically-painted masonry.
Stabilizing deteriorated or damaged masonry as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize deteriorated or damaged masonry until additional work is undertaken, thereby allowing further damage to occur to the historic building
Protecting and maintaining masonry by ensuring that historic drainage features and systems that divert rainwater from masonry surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.	Failing to identify and treat the causes of masonry deterioration, such as leaking roofs and gutters or rising damp.
Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.	Cleaning masonry surfaces when they are not heavily soiled to create a “like-new” appearance, thereby needlessly introducing chemicals or moisture into historic materials.
Carrying out masonry cleaning tests when it has been determined that cleaning is appropriate. Test areas should be examined to ensure that no damage has resulted and, ideally, monitored over a sufficient period of time to allow long-range effects to be predicted.	Cleaning masonry surfaces without testing or without sufficient time for the testing results to be evaluated.



[1] A test patch should always be done before using a chemical cleaner to ensure that it will not damage historic masonry, as in this instance, terra cotta.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Cleaning soiled masonry surfaces with the gentlest method possible, such as using low-pressure water and detergent and natural bristle or other soft-bristle brushes.	Cleaning or removing paint from masonry surfaces using most abrasive methods (including sandblasting, other media blasting, or high-pressure water) which can damage the surface of the masonry and mortar joints. Using a cleaning or paint-removal method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures. Cleaning with chemical products that will damage some types of masonry (such as using acid on limestone or marble), or failing to neutralize or rinse off chemical cleaners from masonry surfaces.
Using biodegradable or environmentally-safe cleaning or paint-removal products.	
Using paint-removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint.	
Using coatings that encapsulate lead paint, when possible, where the paint is not required to be removed to meet environmental regulations.	
Allowing only trained conservators to use abrasive or laser-cleaning methods, when necessary, to clean hard-to-reach, highly-carved, or detailed decorative stone features.	

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., hand scraping) prior to repainting.	Removing paint that is firmly adhered to masonry surfaces.
Applying compatible paint coating systems to historically-painted masonry following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting masonry features.
Repainting historically-painted masonry features with colors that are appropriate to the building and district.	Using paint colors on historically-painted masonry features that are not appropriate to the building or district.
Protecting adjacent materials when working on masonry features.	Failing to protect adjacent materials when working on masonry features.
Evaluating the overall condition of the masonry to determine whether more than protection and maintenance, such as repairs to masonry features, will be necessary.	Failing to undertake adequate measures to ensure the protection of masonry features.
Repairing masonry by patching, splicing, consolidating, or otherwise reinforcing the masonry using recognized preservation methods.	Removing masonry that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.
Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration, such as disintegrating mortar, cracks in mortar joints, loose bricks, or damaged plaster on the interior.	Removing non-deteriorated mortar from sound joints and then repointing the entire building to achieve a more uniform appearance.
Removing deteriorated lime mortar carefully by hand raking the joints to avoid damaging the masonry.	



[2] **Not Recommended:** The use of inappropriate Portland cement mortar to repoint these soft 19th-century bricks has caused some of them to spall. *Photo: Courtesy Nebraska State Historic Preservation Office.*

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Using power tools only on horizontal joints on brick masonry in conjunction with hand chiseling to remove hard mortar that is deteriorated or that is a non-historic material which is causing damage to the masonry units. Mechanical tools should be used only by skilled masons in limited circumstances and generally not on short, vertical joints in brick masonry.	Allowing unskilled workers to use masonry saws or mechanical tools to remove deteriorated mortar from joints prior to repointing.
Duplicating historic mortar joints in strength, composition, color, and texture when repointing is necessary. In some cases, a lime-based mortar may also be considered when repointing Portland cement mortar because it is more flexible.	Repointing masonry units with mortar of high Portland cement content (unless it is the content of the historic mortar).
Duplicating historic mortar joints in width and joint profile when repointing is necessary.	Using “surface grouting” or a “scrub” coating technique, such as a “sack rub” or “mortar washing,” to repoint exterior masonry units instead of traditional repointing methods. Changing the width or joint profile when repointing.
Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.	Removing sound stucco or repairing with new stucco that is different in composition from the historic stucco. Patching stucco or concrete without removing the source of deterioration. Replacing deteriorated stucco with synthetic stucco, an exterior insulation and finish system (EIFS), or other non-traditional materials.
Using mud plaster or a compatible lime-plaster adobe render, when appropriate, to repair adobe.	Applying cement stucco, unless it already exists, to adobe.
Sealing joints in concrete with appropriate flexible sealants and backer rods, when necessary.	Repointing masonry units (other than concrete) with a synthetic caulking compound instead of mortar.



[3] **Not Recommended:** Cracks in the stucco have not been repaired, thereby allowing ferns to grow in the moist substrate which will cause further damage to the masonry.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

Cutting damaged concrete back to remove the source of deterioration, such as corrosion on metal reinforcement bars. The new patch must be applied carefully so that it will bond satisfactorily with, and match, the historic concrete.

Using a non-corrosive, stainless-steel anchoring system when replacing damaged stone, concrete, or terra-cotta units that have failed.

NOT RECOMMENDED

Patching damaged concrete without first removing the source of deterioration.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Applying non-historic surface treatments, such as water-repellent coatings, to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.	Applying waterproof, water-repellent, or non-original historical coatings (such as stucco) to masonry as a substitute for repointing and masonry repairs.
Applying permeable, anti-graffiti coatings to masonry when appropriate.	Applying water-repellent or anti-graffiti coatings that change the appearance of the masonry or that may trap moisture if the coating is not sufficiently permeable.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of masonry features when there are surviving prototypes, such as terra-cotta brackets or stone balusters, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire masonry feature, such as a column or stairway, when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic masonry feature.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED

Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building (such as siding, cornices, brackets, window and door surrounds, and steps) and their paints, finishes, and colors.

NOT RECOMMENDED

Altering wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing historic wood features instead of repairing or replacing only the deteriorated wood.

Changing the type of finish, coating, or historic color of wood features



[4] Hand scraping to remove peeling paint from wood siding in preparation for repainting is an important part of regularly-scheduled maintenance.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Stabilizing deteriorated or damaged wood as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize deteriorated or damaged wood until additional work is undertaken, thereby allowing further damage to occur to the historic building.
Protecting and maintaining wood features by ensuring that historic drainage features that divert rainwater from wood surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly. Finding and eliminating sources of moisture that may damage wood features, such as clogged gutters and downspouts, leaky roofs, or moisture-retaining soil that touches wood around the foundation.	Failing to identify and treat the causes of wood deterioration, such as faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungal infestation.
Finding and eliminating sources of moisture that may damage wood features, such as clogged gutters and downspouts, leaky roofs, or moisture-retaining soil that touches wood around the foundation.	
Applying chemical preservatives or paint to wood features that are subject to weathering, such as exposed beam ends, outriggers, or rafter tails.	Using chemical preservatives (such as creosote) which, unless they were used historically, can change the appearance of wood features.



[5] Rotted wood shingles have been replaced in kind with matching wood shingles.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Implementing an integrated pest management plan to identify appropriate preventive measures to guard against insect damage, such as installing termite guards, fumigating, and treating with chemicals. Retaining coatings (such as paint) that protect the wood from moisture and ultraviolet light. Paint removal should be considered only when there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate coatings	Stripping paint or other coatings from wood features without recoating.
Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (e.g., hand scraping and hand sanding) prior to repainting.	Using potentially-damaging paint-removal methods on wood surfaces, such as open-flame torches, orbital sanders, abrasive methods (including sandblasting, other media blasting, or high-pressure water), or caustic paint-removers. Removing paint that is firmly adhered to wood surfaces.
Using chemical strippers primarily to supplement other methods such as hand scraping, hand sanding, and thermal devices.	Failing to neutralize the wood thoroughly after using chemical paint removers so that new paint may not adhere. Removing paint from detachable wood features by soaking them in a caustic solution which can roughen the surface, split the wood, or result in staining from residual acid leaching out through the wood.
Using biodegradable or environmentally-safe cleaning or paint-removal products.	
Using paint-removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint.	Using a thermal device to remove paint from wood features without first checking for and removing any flammable debris behind them.
Using thermal devices (such as infrared heaters) carefully to remove paint when it is so deteriorated that total removal is necessary prior to repainting.	Using thermal devices without limiting the amount of time the wood feature is exposed to heat.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Using coatings that encapsulate lead paint, when possible, where the paint is not required to be removed to meet environmental regulations.	
Applying compatible paint coating systems to historically-painted wood following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting wood features.
Repainting historically-painted wood features with colors that are appropriate to the building or district.	Using paint colors on historically-painted wood features that are not appropriate to the building or district.
Protecting adjacent materials when working on wood features.	Failing to protect adjacent materials when working on wood features.
Evaluating the overall condition of the wood to determine whether more than protection and maintenance, such as repairs to wood features, will be necessary.	Failing to undertake adequate measures to ensure the protection of wood features.
Repairing wood by patching, splicing, consolidating, or otherwise reinforcing the wood using recognized preservation methods.	Removing wood that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind (i.e., with wood, but not necessarily the same species) extensively deteriorated or missing components of wood features when there are surviving prototypes, such as brackets, molding, or sections of siding, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish	Replacing an entire wood feature, such as a column or stairway, when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic wood feature.

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving metal features that are important in defining the overall historic character of the building (such as columns, capitals, pilasters, spandrel panels, or stairways) and their paint, finishes, and colors. The type of metal should be identified prior to work because each metal has its own properties and may require a different treatment.	Altering metal features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic metal features instead of repairing or replacing only the deteriorated metal. Changing the type of finish, coating, or historic color of metal features.
Stabilizing deteriorated or damaged metal as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize deteriorated or damaged metals until additional work is undertaken, thereby allowing further damage to occur to the historic building.
Protecting and maintaining metals from corrosion by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.	Failing to identify and treat the causes of corrosion, such as moisture from leaking roofs or gutters. Placing incompatible metals together without providing an appropriate separation material. Such incompatibility can result in galvanic corrosion of the less noble metal (e.g., copper will corrode cast iron, steel, tin, and aluminum).
Cleaning metals, when necessary, to remove corrosion prior to repainting or applying other appropriate protective coatings.	Failing to reapply coating systems after cleaning metals that require protection from corrosion. Removing the patina from historic metals. The patina may be a protective layer on some metals (such as bronze or copper) as well as a distinctive finish.
Identifying the particular type of metal prior to any cleaning procedure and then testing to ensure that the gentlest cleaning method possible is selected; or, alternatively, determining that cleaning is inappropriate for the particular metal.	Using cleaning methods which alter or damage the historic color, texture, and finish of the metal, or cleaning when it is inappropriate for the particular metal.

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED	NOT RECOMMENDED
Using non-corrosive chemical methods to clean soft metals (such as lead, tinplate, terneplate, copper, and zinc) whose finishes can be easily damaged by abrasive methods.	Cleaning soft metals (such as lead, tinplate, terneplate, copper, and zinc) with abrasive methods (including sandblasting, other media blasting, or high-pressure water) which will damage the surface of the metal.
Using the least abrasive cleaning method for hard metals (such as cast iron, wrought iron, and steel) to remove paint buildup and corrosion. If hand scraping and wire brushing have proven ineffective, low-pressure abrasive methods may be used as long as they do not damage the surface.	Using high-pressure abrasive techniques (including sandblasting, other media blasting, or high-pressure water) without first trying gentler cleaning methods prior to cleaning cast iron, wrought iron, or steel.
Applying appropriate paint or other coating systems to historically-coated metals after cleaning to protect them from corrosion.	Applying paint or other coatings to metals (such as copper, bronze or stainless steel) if they were not coated historically.
Repainting historically-painted metal features with colors that are appropriate to the building and district.	Using paint colors on historically-painted metal features that are not appropriate to the building or district.
Applying an appropriate protective coating (such as lacquer or wax) to a metal feature that was historically unpainted, such as a bronze door, which is subject to heavy use.	

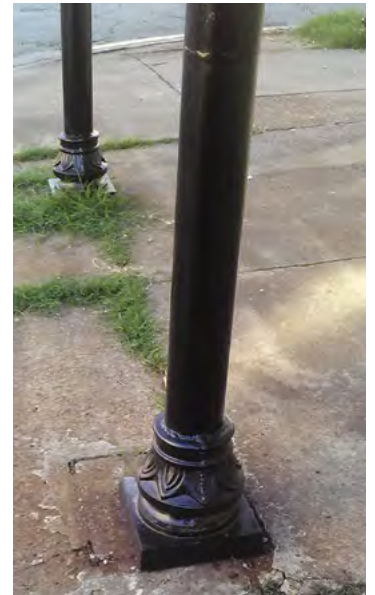
[6] A standing-seam sheet metal roof, like the one on the turret of this late 19th century row house, must be kept painted to ensure its preservation.



METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED	NOT RECOMMENDED
Protecting adjacent materials when working on metal features.	Failing to protect adjacent materials when working on metal features.
Evaluating the overall condition of metals to determine whether more than protection and maintenance, such as repairs to metal features, will be necessary.	Failing to undertake adequate measures to ensure the protection of metal features.
Repairing , stabilizing, and reinforcing metal by using recognized preservation methods	Removing metals that could be stabilized, repaired, and conserved, or using improper repair techniques, or untrained personnel, potentially causing further damage to historic materials.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of metal features when there are surviving prototypes, such as porch balusters, column capitals or bases, or porch cresting, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire metal feature, such as a column or balustrade, when limited replacement of deteriorated or missing components is appropriate. Using replacement material that does not match the historic metal feature.

[7] (a) After the damaged portions of the base were repaired, (b) the cast-iron columns were cleaned and repainted to protect the metal from rusting.



ROOFS

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving roofs and their functional and decorative features that are important in defining the overall historic character of the building. The form of the roof (gable, hipped, gambrel, flat, or mansard) is significant, as are its decorative and functional features (such as cupolas, cresting, parapets, monitors, chimneys, weather vanes, dormers, ridge tiles, and snow guards), roofing material (such as slate, wood, clay tile, metal, roll roofing, or asphalt shingles), and size, color, and patterning.

Stabilizing deteriorated or damaged roofs as a preliminary measure, when necessary, prior to undertaking preservation work.

Protecting and maintaining a roof by cleaning gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for indications of moisture due to leaks or condensation.

Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.

Protecting a leaking roof with a temporary waterproof membrane with a synthetic underlayment, roll roofing, plywood, or a tarpaulin until it can be repaired.

Repainting a roofing material that requires a protective coating and was painted historically (such as aterneplate metal roof or gutters) as part of regularly-scheduled maintenance.

Protecting a roof covering when working on other roof features.

Evaluating the overall condition of the roof to determine whether more than protection and maintenance, such as repairs to roof features, will be necessary.

Repairing a roof by ensuring that the existing historic roof or compatible non-historic roof covering is sound and waterproof.

Altering the roof and roofing materials which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing historic roofing material instead of repairing or replacing only the deteriorated material.

Changing the type or color of roofing materials.

Failing to stabilize a deteriorated or damaged roof until additional work is undertaken, thereby allowing further damage to occur to the historic building

Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof fasteners, sheathing, and the underlying structure

Allowing flashing, caps, and exposed roof fasteners to corrode, which accelerates deterioration of the roof.

Leaving a leaking roof unprotected so that accelerated deterioration of historic building materials (such as masonry, wood, plaster, paint, and structural members) occurs.

Failing to repaint a roofing material that requires a protective coating and was painted historically as part of regularly-scheduled maintenance.

Failing to protect roof coverings when working on other roof features.

Failing to undertake adequate measures to ensure the protection of roof features.

Removing historic materials that could be repaired or using improper repair techniques.

Failing to reuse intact slate or tile when only the roofing substrate or fasteners need replacement.



[8] Regular maintenance includes removing leaves that can clog gutters and cause water damage to the exterior and interior walls of a house.

ROOFS

RECOMMENDED

Using corrosion-resistant roof fasteners (e.g., nails and clips) to repair a roof to help extend its longevity.

NOT RECOMMENDED

The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.

Limited Replacement in Kind

Replacing in kind extensively deteriorated or missing components of roof features when there are surviving prototypes, such as ridge tiles, roof cresting, or dormer trim, slates, or tiles, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.

Replacing an entire roof feature, such as a chimney or dormer, when limited replacement of deteriorated or missing components is appropriate.

Using replacement material that does not match the historic roof feature.

[9] Distinctively-shaped roofs are important in defining the historic character of these early 20th-century structures: (a) an asphalt shingle roof on a house; (b) and a concrete roof on Fonthill, Doylestown, PA (1908-1912), designed and built by Henry Chapman Mercer.



WINDOWS

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving windows and their functional and decorative features that are important to the overall historic character of the building. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters.	Altering windows or window features which are important in defining the historic character of the building so that, as a result, the character is diminished. Changing the appearance of windows that contribute to the historic character of the building by replacing materials, finishes, or colors which noticeably change the sash, depth of reveal, and muntin configuration; the reflectivity and color of the glazing; or the appearance of the frame. Obscuring historic wood window trim with metal or other material.
Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking preservation work.
Protecting and maintaining the wood or metal which comprises the window jamb, sash, and trim through appropriate surface treatments, such as cleaning, paint removal, and reapplication of the same protective coating systems.	Failing to protect and maintain materials on a cyclical basis so that deterioration of the window results.
Protecting windows against vandalism before work begins by covering them and by installing alarm systems that are keyed into local protection agencies.	Leaving windows unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected windows.
Installing impact-resistant glazing, when necessary for security, so that it is compatible with the historic windows and does not damage them or negatively impact their character.	Installing impact-resistant glazing, when necessary for security, that is not compatible with the historic windows and damages them or negatively impacts their character.
Making windows weathertight by recaulking gaps in fixed joints and replacing or installing weatherstripping.	Replacing windows rather than maintaining the sash, frame, or glazing.
Protecting windows from chemical cleaners, paint, or abrasion during work on the exterior of the building.	Failing to protect historic windows from chemical cleaners, paint, or abrasion when work is being done on the exterior of the building.
Protecting and retaining historic glass when replacing putty or repairing other components of the window.	Failing to protect the historic glass when making repairs.



[10] Historic exterior storm windows preserve and help to insulate wood windows.



[11] Old and brittle glazing putty should be removed carefully before reputtying to keep window glazing weathertight.

WINDOWS

RECOMMENDED	NOT RECOMMENDED
Sustaining the historic operability of windows by lubricating friction points and replacing broken components of the operating system (such as hinges, latches, sash chains or cords) or replacing deteriorated gaskets or insulating units.	Failing to maintain windows and window components so that windows are inoperable, or sealing operable sash permanently. Failing to repair and reuse window hardware such as sash lifts, latches, and locks
Adding storm windows with a matching or a one-over-one pane configuration that will not obscure the characteristics of the historic windows. Storm windows improve energy efficiency and are especially beneficial when installed over wood windows because they also protect them from accelerated deterioration.	
Protecting adjacent materials when working on windows.	Failing to protect adjacent materials when working on windows.
Evaluating the overall condition of windows to determine whether more than protection and maintenance, such as repairs to windows and window features, will be necessary.	Failing to undertake adequate measures to ensure the protection of windows.
Repairing window frames and sash by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods.	Removing window frames or sash that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or untrained personnel, potentially causing further damage to historic buildings.
Using corrosion-resistant roof fasteners (e.g., nails and clips) to repair a roof to help extend its longevity.	
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of windows when there are surviving prototypes, such as frames or sash, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire window when limited replacement of deteriorated or missing components is appropriate. Using replacement material that does not match the historic window.

ENTRANCES AND PORCHES

RECOMMENDED

Identifying, retaining, and preserving entrances and porches and their functional and decorative features that are important in defining the overall historic character of the building. The materials themselves (including wood, masonry, and metal) are significant, as are the features, such as doors, transoms, pilasters, columns, balustrades, stairs, roofs, and projecting canopies.

Stabilizing deteriorated or damaged entrances and porches as a preliminary measure, when necessary, prior to undertaking preservation work.

NOT RECOMMENDED

Altering entrances and porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing historic entrance and porch features instead of repairing or replacing only the deteriorated material.

Failing to stabilize a deteriorated or damaged entrance or porch until additional work is undertaken, thereby allowing further damage to occur to the historic building.

[13] It is important that exposed swallow tail porch rafters be kept painted to protect them from water damage.



[12] Repair and limited replacement in kind to match deteriorated wood porch features is always a recommended preservation treatment.



ENTRANCES AND PORCHES

RECOMMENDED	NOT RECOMMENDED
Protecting and maintaining the masonry, wood, and metals which comprise entrances and porches through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain historic materials on a cyclical basis so that deterioration of entrances and porches results.
Protecting entrances and porches against arson and vandalism before work begins by covering them and by installing alarm systems keyed into local protection agencies.	Leaving entrances and porches unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected entrances.
Protecting entrance and porch features when working on other features of the building.	Failing to protect historic entrances and porches when working on other features of the building.
Evaluating the overall condition of entrances and porches to determine whether more than protection and maintenance, such as repairs to entrance and porch features, will be necessary.	Failing to undertake adequate measures to ensure the protection of entrance and porch features.
Repairing entrances and porches by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods.	Removing entrances and porches or their features that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or untrained personnel, potentially causing further damage to historic materials.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of entrance and porch features when there are surviving prototypes, such as railings, balustrades, cornices, columns, sidelights, stairs, and roofs, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire entrance or porch feature when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic entrance or porch feature.

STOREFRONTS

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving storefronts and their functional and decorative features that are important in defining the overall historic character of the building. The storefront materials (including wood, masonry, metals, ceramic tile, clear glass, and pigmented structural glass) and the configuration of the storefront are significant, as are features, such as display windows, base panels, bulkheads, signs, doors, transoms, kick plates, corner posts, piers, and entablatures.	Altering storefronts and their features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic storefront features instead of repairing or replacing only the deteriorated material.
Stabilizing deteriorated or damaged storefronts as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize a deteriorated or damaged storefront until additional work is undertaken, thereby allowing further damage to occur to the historic building.
Protecting and maintaining masonry, wood, glass, ceramic tile, and metals which comprise storefronts through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain historic materials on a cyclical basis so that deterioration of storefront features results.
Protecting storefronts against arson and vandalism before work begins by covering windows and doors and by installing alarm systems keyed into local protection agencies.	Leaving the storefront unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through an unprotected storefront.
Protecting the storefront when working on other features of the building.	Failing to protect the storefront when working on other features of the building.

[14] The signage is an original and integral part of this historic Carrara glass storefront.



STOREFRONTS

RECOMMENDED	NOT RECOMMENDED
Evaluating the overall condition of the storefront to determine whether more than protection and maintenance, such as repairs to storefront features, will be necessary.	Failing to undertake adequate measures to ensure the protection of storefront features.
Repairing storefronts by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods.	Removing historic material that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or untrained personnel, potentially causing further damage to historic materials.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of storefronts when there are surviving prototypes, such as doors, transoms, kick plates, base panels, bulkheads, piers, or signs, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire feature or storefront when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic storefront feature.



[15] Regular maintenance has helped to preserve this historic storefront, which retains all of its character-defining features, including the granite bulkhead, multi-paned transom glazing, and recessed entrance.

CURTAIN WALLS

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving curtain wall systems and their components that are important in defining the overall historic character of the building. The design of the curtain wall is significant, as are its component materials (metal stick framing and panel materials, such as clear or spandrel glass, stone, terra cotta, metal, and fiber-reinforced plastic), appearance (e.g., glazing color or tint, transparency, and reflectivity), and whether the glazing is fixed, operable, or louvered glass panels. How a curtain wall is engineered and fabricated, and the fact that it expands and contracts at a different rate from the building's structural system, are important to understand when undertaking the preservation of a curtain wall system.	Altering curtain wall components which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic curtain wall features instead of repairing or replacing only the deteriorated components.
Stabilizing deteriorated or damaged curtain walls as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize deteriorated or damaged curtain walls until additional work is undertaken, thereby allowing further damage to occur to the historic building.
Protecting and maintaining curtain walls and their components through appropriate surface treatments, such as cleaning and reapplication of protective coating systems; and by making them watertight and ensuring that sealants and gaskets are in good condition.	Failing to protect and maintain curtain wall components on a cyclical basis so that deterioration of curtain walls results. Failing to identify and treat the various causes of curtain wall failure, such as open gaps between components where sealants have deteriorated or are missing.
Protecting ground-level curtain walls from vandalism before work begins by covering them, while ensuring adequate ventilation, and by installing alarm systems keyed into local protection agencies.	Leaving ground-level curtain walls unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected entrances.
Installing impact-resistant glazing in a curtain wall system, when necessary for security or to meet code requirements, so that it is compatible with the historic curtain walls and does not damage them or negatively impact their character.	Installing impact-resistant glazing in a curtain wall system, when necessary for security, that is not compatible with the historic curtain walls and damages them or negatively impacts their character.

CURTAIN WALLS

RECOMMENDED

NOT RECOMMENDED

Cleaning curtain wall systems only when necessary to halt deterioration or to remove heavy soiling.	Cleaning curtain wall systems when they are not heavily soiled, thereby needlessly introducing chemicals or moisture into historic materials.
Carrying out cleaning tests, when it has been determined that cleaning is appropriate, using only cleaning materials that will not damage components of the system, including factory-applied finishes. Test areas should be examined to ensure that no damage has resulted.	Cleaning curtain wall systems without testing first or using cleaning materials that may damage components of the system.
Evaluating the overall condition of curtain walls to determine whether more than protection and maintenance, such as repairs to curtain wall components, will be necessary.	Failing to undertake adequate measures to ensure the protection of curtain wall components.
Repairing curtain walls by ensuring that they are watertight by augmenting existing components or replacing deteriorated or missing sealants or gaskets, where necessary, to seal any gaps between system components.	Removing curtain wall components that could be stabilized, repaired, and conserved, or using improper repair techniques, or untrained personnel, potentially causing further damage to historic materials.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of a curtain wall system when there are surviving prototypes or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire curtain wall feature when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic curtain wall feature.

[16] Plywood provides temporary protection for an opening where a damaged spandrel panel was removed until a matching replacement panel can be installed.

STRUCTURAL SYSTEMS

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving structural systems and visible features of systems that are important in defining the overall historic character of the building. This includes the materials that comprise the structural system (i.e., wood, metal, and masonry), the type of system, and its features, such as posts and beams, trusses, summer beams, vigas, cast-iron or masonry columns, above-grade stone foundation walls, or load-bearing masonry walls.	Altering visible features of historic structural systems which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Overloading the existing structural system, or installing equipment or mechanical systems which could damage the structure. Replacing a load-bearing masonry wall that could be augmented and retained. Leaving known structural problems untreated, such as deflected beams, cracked and bowed walls, or racked structural members.
Stabilizing deteriorated or damaged structural systems as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize a deteriorated or damaged structural system until additional work is undertaken, thereby allowing further damage to occur to the historic building. Failing to protect and maintain the structural system on a cyclical basis so that deterioration of the structural system results.
Protecting and maintaining the structural system by keeping gutters and downspouts clear and roofing in good repair; and by ensuring that wood structural members are free from insect infestation.	Using treatments or products that may retain moisture, which accelerates deterioration of structural members.



[17] Distinctive examples of traditional construction techniques should be preserved, such as this wooden peg, which is part of the structural system of this late-19th-century warehouse.

[18] A massive, exposed, concrete structural system defines the historic character of the interior of St. John's Abbey, Collegeville, MN, designed by Marcel Breuer and constructed in 1961.

STRUCTURAL SYSTEMS

RECOMMENDED	NOT RECOMMENDED
Evaluating the overall condition of the structural system to determine whether more than protection and maintenance, such as repairs to structural features, will be necessary.	Failing to undertake adequate measures to ensure the protection of structural systems.
Repairing the structural system by augmenting individual components, using recognized preservation methods. For example, weakened structural members (such as floor framing) can be paired or sistered with a new member, braced, or otherwise supplemented and reinforced.	Upgrading the building structurally in a manner that diminishes the historic character of the exterior (such as installing strapping channels or removing a decorative cornice) or that damages interior features or spaces. Replacing a structural member or other feature of the structural system when it could be augmented and retained.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind those visible portions or features of the structural system that are either extensively deteriorated or missing when there are surviving prototypes, such as cast-iron columns and sections of load-bearing walls, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire curtain wall feature when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic curtain wall feature.
Considering the use of substitute material to replace structural features that are not visible. Substitute material must be structurally sufficient and physically compatible with the rest of the system.	Using substitute material that does not equal the load-bearing capabilities of the historic material or is physically incompatible with the structural system.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building, such as radiators, vents, fans, grilles, and plumbing and lighting fixtures.	Removing or altering visible features of mechanical systems that are important in defining the overall historic character of the building so that, as a result, the character is diminished.
Stabilizing functioning mechanical systems as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize a functioning mechanical system and its visible features until additional work is undertaken.
Protecting and maintaining functioning mechanical, plumbing, and electrical systems and their features through cyclical maintenance.	Failing to protect and maintain functioning mechanical, plumbing, and electrical systems on a cyclical basis so that their deterioration results.
Improving the energy efficiency of existing mechanical systems to help reduce the need for a new system by installing storm windows, insulating attics and crawl spaces, or adding awnings, if appropriate.	
Evaluating the overall condition of functioning mechanical systems to determine whether more than protection and maintenance, such as repairs to mechanical system components, will be necessary.	Failing to undertake adequate measures to ensure the protection of structural systems.
Repairing mechanical systems by augmenting or upgrading system components (such as installing new pipes and ducts), rewiring, or adding new compressors or boilers.	Replacing a mechanical system when its components could be upgraded and retained.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.

Limited Replacement in Kind

Replacing in kind those extensively deteriorated or missing visible features of mechanical systems when there are surviving prototypes, such as ceiling fans, radiators, grilles, or lighting fixtures.

Installing a visible replacement feature that does not convey the same appearance.

The following work should be considered in a Preservation project when the installation of new mechanical equipment or an entire system is required to make the building functional.

Installing a new mechanical system, if required, so that it results in the least alteration possible to the historic building and its character-defining features.

Installing a new mechanical system so that character-defining structural or interior features are radically changed, damaged, or destroyed.

Providing adequate structural support for new mechanical equipment.

Failing to consider the weight and design of new mechanical equipment so that, as a result, historic structural members or finished surfaces are weakened or cracked.

Installing new mechanical and electrical systems and ducts, pipes, and cables in closets, service areas, and wall cavities to preserve the historic character of the interior space.

Installing ducts, pipes, and cables where they will obscure character-defining features or negatively impact the historic character of the interior.

Concealing mechanical equipment in walls or ceilings in a manner that results in extensive loss or damage or otherwise obscures historic building materials and character-defining features.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving a floor plan or interior spaces, features, and finishes that are important in defining the overall historic character of the building. Significant spatial characteristics include the size, configuration, proportion, and relationship of rooms and corridors; the relationship of features to spaces; and the spaces themselves, such as lobbies, lodge halls, entrance halls, parlors, theaters, auditoriums, gymnasiums, and industrial and commercial interiors. Color, texture, and pattern are important characteristics of features and finishes, which can include such elements as columns, plaster walls and ceilings, flooring, trim, fireplaces and mantels, paneling, light fixtures, hardware, decorative radiators, ornamental grilles and registers, windows, doors, and transoms; plaster, paint, wallpaper and wall coverings, and special finishes, such as marbleizing and graining; and utilitarian (painted or unpainted) features, including wood, metal, or concrete exposed columns, beams, and trusses and exposed load-bearing brick, concrete, and wood walls.	Altering a floor plan, interior spaces (including individual rooms), features, or finishes which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic interior features and finishes instead of repairing or replacing only the deteriorated portion. Installing new material that obscures or damages character-defining interior features and finishes. Removing paint, plaster, or other finishes from historically-finished interior surfaces and leaving the features exposed (e.g., removing plaster to expose brick walls or a brick chimney breast, stripping paint from wood to stain or varnish it, or removing a plaster ceiling to expose unfinished beams). Applying paint, plaster, or other coatings to surfaces that have been unfinished historically, thereby changing their character. Changing the type of finish or its color, such as painting a historically-varnished wood feature, or removing paint from a historically-painted feature.
Stabilizing deteriorated or damaged interior features and finishes as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize a deteriorated or damaged interior feature or finish until additional work can be undertaken, thereby allowing further damage to occur to the interior.
Protecting and maintaining historic materials (including plaster, masonry, wood, and metals) which comprise interior features through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain interior materials and finishes on a cyclical basis so that deterioration of interior features results.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED

Protecting interior features and finishes against arson and vandalism before project work begins by erecting temporary fencing or by covering broken windows and open doorways, while ensuring adequate ventilation, and by installing alarm systems keyed into local protection agencies.

Protecting interior features (such as a staircase, mantel, flooring, or decorative finishes) from damage during project work by covering them with plywood, heavy canvas, or plastic sheeting.

NOT RECOMMENDED

Leaving the building unprotected and subject to vandalism before work begins, thereby allowing the interior to be damaged if it can be accessed through unprotected openings.

Failing to protect interior features and finishes when working on the interior.



[19] The sweeping staircase with its metal railing, chandelier, and terrazzo floor in the lobby of the 1954 Simms Building, Albuquerque, NM, are character-defining features. *Photo: Harvey M. Kaplan.*

[20] It is important to protect decorative interior features, such as this highly-glazed tile wainscoting in a historic train station, when painting the walls above it.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Removing damaged or deteriorated paint and finishes only to the next sound layer using the gentlest method possible prior to repainting or refinishing using compatible paint or other coating systems.	Removing paint that is firmly adhered to interior materials and features.
Using abrasive cleaning methods only on the interior of industrial or warehouse buildings with utilitarian, unplastered masonry walls and where wood features are not finished, molded, beaded, or worked by hand. Low-pressure abrasive cleaning (e.g., sand-blasting or other media blasting) should only be considered if test patches show no surface damage and after gentler methods have proven ineffective.	Using abrasive methods anywhere but utilitarian and industrial interior spaces or when there are other cleaning methods that are less likely to damage the surface of the material.
Evaluating the overall condition of the interior materials, features, and finishes to determine whether more than protection and maintenance, such as repairs to features and finishes, will be necessary.	Failing to undertake adequate measures to ensure the protection of interior materials, features, and finishes.
Repairing interior features and finishes by patching, splicing, consolidating, or otherwise reinforcing the materials using recognized preservation methods.	Removing interior features or finishes that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or untrained personnel, potentially causing further damage to historic materials.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of interior features when there are surviving prototypes (such as stairs, balustrades, wood paneling, columns, decorative wall finishes, and ornamental plaster or pressed-metal ceilings); or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.	Replacing an entire interior feature when limited replacement of deteriorated and missing components is appropriate. Using replacement material that does not match the historic interior feature or finish.

BUILDING SITE

RECOMMENDED

Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths, or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.

Retaining the historic relationship between buildings and the landscape.

NOT RECOMMENDED

Altering 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, thereby destroying the historic relationship between buildings and the landscape.



[21] (a) The formal garden on the property of the 1826 Beauregard-Keyes House in New Orleans (b) is integral to the character of the site.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Stabilizing deteriorated or damaged building and site features as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize a deteriorated or damaged building or site feature until additional work can be undertaken, thereby allowing further damage to occur to the building site.
Protecting and maintaining buildings and site features by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape.	Failing to ensure that site drainage is adequate so that buildings and site features are damaged or destroyed; or, alternatively, changing the site grading so that water does not drain properly.
Minimizing disturbance of the terrain around buildings or elsewhere on the site, thereby reducing the possibility of destroying or damaging important landscape features, archeological resources, other cultural or religious features, or burial grounds.	Using heavy machinery or equipment in areas where it may disturb or damage important landscape features, archeological resources, other cultural or religious features, or burial grounds.
Protecting (e.g., preserving in place) important site features, archeological resources, other cultural or religious features, or burial grounds.	Leaving known site features or archeological material unprotected so that it is damaged during preservation work.
Planning and carrying out any necessary investigation before preservation begins, using professional archeologists and methods when preservation in place is not feasible.	Allowing unqualified personnel to perform data recovery on archeological resources, which can result in damage or loss of important archeological material.
Preserving important landscape features through regularly-scheduled maintenance of historic plant material.	Allowing important landscape features or archeological resources to be lost, damaged, or to deteriorate due to inadequate protection or lack of maintenance.
Protecting the building site and landscape features against arson and vandalism before preservation work begins by erecting temporary fencing and by installing alarm systems keyed into local protection agencies.	Leaving the property unprotected and subject to vandalism before work begins so that the building site and landscape features, archeological resources, other cultural or religious features, or burial grounds can be damaged or destroyed.
Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, that are as unobtrusive as possible.	Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the site.
Providing continued protection and maintenance of buildings and landscape features on the site through appropriate grounds or landscape management.	Removing or destroying features from the site, such as fencing, paths or walkways, masonry balustrades, or plant material.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Protecting building and landscape features when working on the site.	Failing to protect building and landscape features during work on the site.
Evaluating the overall condition of the site to determine whether more than protection and maintenance, such as repairs to materials and features, will be necessary.	Failing to undertake adequate measures to ensure the protection of the site.
Repairing building and site features which have damaged, deteriorated, or missing components to reestablish the whole feature and to ensure retention of the integrity of historic materials.	Failing to repair damaged or deteriorated site features.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing features of the site when there are surviving prototypes, such as part of a fountain, portions of a walkway, or a hedge, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, and color.	Replacing an entire feature of the building or site when limited replacement of deteriorated or missing components is appropriate. Using replacement material that does not match the historic site feature.

[22 a-b] The 1907 Commander General's Quarters facing Continental Park is one of many important structures that contribute to the historic significance and character of Fort Monroe, a National Monument, in Hampton, VA.



SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
<i>Identifying, retaining, and preserving</i> building and landscape features that are important in defining the overall historic character of the setting. Such features can include circulation systems, such as roads and streets; furnishings and fixtures, such as light posts or benches; vegetation, gardens, and yards; adjacent open space, such as fields, parks, commons, or woodlands; and important views or visual relationships.	Altering those building and landscape features of the setting which are important in defining its historic character so that, as a result, the character is diminished.
Retaining the historic relationship between buildings and landscape features in the setting. For example, preserving the relationship between a town common or urban plaza and the adjacent houses, municipal buildings, roads, and landscape and streetscape features.	Altering the relationship between the buildings and landscape features in the setting by widening existing streets, changing landscape materials, or locating new streets or parking areas where they may negatively impact the historic character of the setting. Removing or relocating historic buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape in the setting.

[23] The city square is important in defining the character of the historic setting in this small town.





[24] Cast-iron porches and wrought-iron fences from the late 19th century typify this block in an urban historic district.

[25] Street names in tile set into the sidewalk are distinctive features in this historic district.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
Stabilizing deteriorated or damaged building or landscape features in the setting as a preliminary measure, when necessary, prior to undertaking preservation work.	Failing to stabilize a deteriorated or damaged building or landscape feature in the setting until additional work can be undertaken, thereby allowing further damage to occur to the setting.
Protecting and maintaining historic features in the setting through regularly-scheduled maintenance and landscape management.	Failing to protect and maintain materials in the setting on a cyclical basis so that deterioration of building and landscape features results. Stripping or removing historic features from buildings or the setting, such as a porch, fencing, walkways, or plant material.
Installing protective fencing, bollards, and stanchions in the setting, when necessary for security, that are as unobtrusive as possible.	Installing protective fencing, bollards, and stanchions in the setting, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the setting.
Protecting building and landscape features when undertaking work in the setting.	Failing to protect building and landscape features during work in the setting.
Evaluating the overall condition of materials and features to determine whether more than protection and maintenance, such as repairs to materials and features in the setting, will be necessary.	Failing to undertake adequate measures to ensure the protection of materials and features of the setting.
Repairing features in the setting by reinforcing the historic materials, using recognized preservation methods.	Removing material that could be repaired or using improper repair techniques.
<i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i>	
Limited Replacement in Kind	
Replacing in kind extensively deteriorated or missing components of building and landscape features in the setting when there are surviving prototypes, such as balustrades or paving materials, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, and color.	Replacing an entire feature of the building or landscape when limited replacement of deteriorated or missing components is appropriate. Using replacement material that does not match the historic building or landscape feature.

CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

Sensitive solutions to meeting code requirements are an important part of protecting the historic character of the building and site. Thus, work that must be done to meet accessibility and life-safety requirements in the treatment Preservation must also be assessed for its potential impact on the historic building and site.

ACCESSIBILITY

Identifying the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting which may be affected by accessibility code-required work.	Undertaking accessibility code-required alterations before identifying those exterior features, interior spaces, features, and finishes, and features of the site and setting which are character defining and, therefore, must be preserved.
Complying with barrier-free access requirements in such a manner that the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting are preserved or impacted as little as possible.	Altering, damaging, or destroying character-defining exterior features, interior spaces, features, and finishes, or features of the site and setting while making modifications to a building, its site, or setting to comply with accessibility requirements.
Working with specialists in accessibility and historic preservation to determine the most sensitive solutions to comply with access requirements in a historic building, its site, and setting.	Making changes to historic buildings, their sites, and setting without first consulting with specialists in accessibility and historic preservation to determine the most appropriate solutions to comply with accessibility requirements.
Providing barrier-free access that promotes independence for the user while preserving significant historic features.	Making access modifications that do not provide independent, safe access or preserve historic features.
Finding solutions to meet accessibility requirements that minimize the impact of any necessary alteration for accessibility on the historic building, its site, or setting, such as compatible ramps, paths, and lifts.	Making modifications for accessibility without considering the impact on the historic building, its site, and setting.

CODE-REQUIRED WORK

RECOMMENDED	NOT RECOMMENDED
Using relevant sections of existing codes regarding accessibility for historic buildings that provide alternative means of compliance when code-required work would otherwise negatively impact the historic character of the property.	
Minimizing the visual impact of accessibility ramps by installing them on secondary elevations when it does not compromise accessibility or by screening them with plantings.	
Adding a gradual slope or grade to the sidewalk, if appropriate, to access the entrance rather than installing a ramp that would be more intrusive to the historic character of the building and the district.	
Installing a lift as inconspicuously as possible when it is necessary to locate it on a primary elevation of the historic building.	Installing a lift at a primary entrance without considering other options or locations.

[26] A temporary ramp—unobtrusive and easily removed—facilitates access to the entrance of this museum and does not affect its historic character.



[27] The access ramp at the left of the entrance is concealed by a hedge which minimizes its visibility and impact on the character of the historic apartment building.



CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

LIFE SAFETY

Identifying the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting which may be affected by life-safety code-required work.	Undertaking life-safety code-required alterations before identifying those exterior features, interior spaces, features, and finishes, and features of the site and setting which are character defining and, therefore, must be preserved.
Complying with life-safety codes (including requirements for impact-resistant glazing, security, and seismic retrofit) in such a manner that the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting are preserved or impacted as little as possible.	Altering, damaging, or destroying character-defining exterior features, interior spaces, features, and finishes, or features of the site and setting while making modifications to a building, its site, or setting to comply with life-safety code requirements.
Removing building materials only after testing has been conducted to identify any hazardous materials, and using only the least damaging abatement methods.	Removing building materials without testing first to identify any hazardous materials, or using potentially damaging methods of abatement.
Providing workers with appropriate personal equipment for protection from hazards on the worksite.	Removing hazardous or toxic materials without regard for workers' health and safety or environmentally-sensitive disposal of the materials.
Working with code officials and historic preservation specialists to investigate systems, methods, or devices to make the building compliant with life-safety codes to ensure that necessary alterations will be compatible with the historic character of the building.	Making life-safety code-required changes to the building without consulting code officials and historic preservation specialists, with the result that alterations negatively impact the historic character of the building.
Using relevant sections of existing codes regarding life safety for historic buildings that provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the building.	
Upgrading historic stairways and elevators to meet life-safety codes so that they are not damaged or otherwise negatively impacted.	Damaging or making inappropriate alterations to historic stairways and elevators or to adjacent spaces, features, or finishes in the process of doing work to meet code requirements.
Installing sensitively-designed fire-suppression systems, such as sprinklers, so that historic features and finishes are preserved.	Covering character-defining wood features with fire-retardant sheathing, which results in altering their appearance.
Applying fire-retardant coatings when appropriate, such as intumescent paint, to protect steel structural systems.	Using fire-retardant coatings if they will damage or obscure character-defining features.



[28] A simple railing added on the inner side of an elaborate wood and cast-iron stair railing meets life-safety code requirements without greatly impacting its historic character.



[29] A safety cone outside of a house where lead paint is being removed warns of the hazardous conditions on the site.

RESILIENCE TO NATURAL HAZARDS

RECOMMENDED

NOT RECOMMENDED

Resilience to natural hazards should be addressed as part of a Preservation project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when considering new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Identifying the vulnerabilities of the historic property to the impacts of natural hazards (such as wildfires, hurricanes, or tornadoes) using the most current climate information and data available.	Failing to identify and periodically reevaluate the potential vulnerability of the building, its site, and setting to the impacts of natural hazards.
Assessing the potential impacts of known vulnerabilities on character-defining features of the building, its site, and setting, and reevaluating and reassessing potential impacts on a regular basis.	
Documenting the property and its character-defining features as a record and guide for future repair work, should it be necessary, and storing the documentation in a weatherproof location.	Failing to document the historic property and its character-defining features with the result that such information is not available in the future to guide repair or reconstruction work, should it be necessary.
Ensuring that historic resource inventories and maps are accurate, up to date, and accessible in an emergency.	
Maintaining the building, its site, and setting in good repair, and regularly monitoring character-defining features.	Failing to regularly monitor and maintain the property and building systems in good repair.
Using and maintaining existing characteristics and features of the historic building, its site, setting, and larger environment (such as shutters for storm protection or a site wall that keeps out flood waters) that may help to avoid or minimize the impacts of natural hazards.	
Undertaking work to prevent or minimize the loss, damage, or destruction of the historic property while retaining and preserving significant features and the overall historic character of the building, its site, and setting.	Allowing loss, damage, or destruction to occur to the historic building, its site, or setting by failing to evaluate potential future impacts of natural hazards or to plan and implement adaptive measures, if necessary to address possible threats.
Ensuring that, when planning work to adapt for natural hazards, all feasible alternatives are considered, and that options requiring the least alteration are considered first.	

RESILIENCE TO NATURAL HAZARDS

RECOMMENDED

NOT RECOMMENDED

Implementing local and regional traditions (such as elevating residential buildings at risk of flooding or reducing flammable vegetation around structures in fire-prone areas) for adapting buildings and sites to specific natural hazards, when appropriate. Such traditional methods may be appropriate if they are compatible with the historic character of the building, its site, and setting.	Implementing a treatment traditionally used in another region or one typically used for a different property type or architectural style which is not compatible with the historic character of the property.
Using special exemptions and variances when adaptive treatments to protect buildings from known hazards would otherwise negatively impact the historic character of the building, its site, or setting.	
Considering adaptive options, whenever possible, that would protect multiple historic resources, if the treatment can be implemented without negatively impacting the historic character of the setting or district, or archeological resources, other cultural or religious features, or burial grounds.	

[30] Historic window shutters still serve their original function as protection in hurricane-prone areas.



Sustainability

Sustainability should be addressed as part of a **Preservation** project. Good preservation practice is often synonymous with sustainability. Existing energy-efficient features should be retained and repaired. New sustainability treatments generally should be limited to updating existing features and systems to have the least impact on the historic character of the building.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*. Although specifically developed for the treatment Rehabilitation, the Sustainability Guidelines can be used to help guide the other treatments.

[31] An interior screen door at the entrance to individual apartments is a historic feature traditionally used to help circulate air throughout the building.



STANDARDS FOR REHABILITATION & GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

Rehabilitation

Rehabilitation 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.



Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
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.
10. New additions and adjacent or related new construction will 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.

GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

INTRODUCTION

In **Rehabilitation**, historic building materials and character-defining features are protected and maintained as they are in the treatment Preservation. However, greater latitude is given in the **Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings** to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four treatments, only **Rehabilitation** allows alterations and the construction of a new addition, if necessary for a continuing or new use for the historic building.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment **Rehabilitation** begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on *identifying, retaining, and preserving* character-defining features is always given first.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of **Rehabilitation** work, then *protecting and maintaining* them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and

during rehabilitation work. A historic building undergoing rehabilitation will often require more extensive work. Thus, an overall evaluation of its physical condition should always begin at this level.

Repair Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, *repairing* is recommended. **Rehabilitation** guidance for the repair of historic materials, such as masonry, again begins with the least degree of intervention possible. In rehabilitation, repairing also includes the limited replacement in kind or with a compatible substitute material of extensively deteriorated or missing components of features when there are surviving prototypes features that can be substantiated by documentary and physical evidence. Although using the same kind of material is always the preferred option, a substitute material may be an acceptable alternative if the form, design, and scale, as well as the substitute material itself, can effectively replicate the appearance of the remaining features.

Replace Deteriorated Historic Materials and Features

Following repair in the hierarchy, **Rehabilitation** guidance is provided for *replacing* an entire character-defining feature with new material because the level of deterioration or damage of materials precludes repair. If the missing feature is character defining or if it is critical to the survival of the building (e.g., a roof), it should be replaced to match the historic feature based on physical or his-

toric documentation of its form and detailing. As with repair, the preferred option is always replacement of the entire feature in kind (i.e., with the same material, such as wood for wood). However, when this is not feasible, a compatible substitute material that can reproduce the overall appearance of the historic material may be considered.

It should be noted that, while the National Park Service guidelines recommend the replacement of an entire character-defining feature that is extensively deteriorated, the guidelines never recommend removal and replacement with new material of a feature that could reasonably be repaired and, thus, preserved.

Design for the Replacement of Missing Historic Features

When an entire interior or exterior feature is missing, such as a porch, it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historic appearance. If the feature is not critical to the survival of the building, allowing the building to remain without the feature is one option. But if the missing feature is important to the historic character of the building, its replacement is always recommended in the **Rehabilitation** guidelines as the first, or preferred, course of action. If adequate documentary and physical evidence exists, the feature may be accurately reproduced. A second option in a rehabilitation treatment for replacing a missing feature, particularly when the available information about the feature is inadequate to permit an accurate reconstruction, is to *design* a new feature that is compatible with the overall historic character of the building. The new design should always take into account the size, scale, and material of the building itself and should be clearly differentiated from the authentic historic features. For properties that have changed over time, and where those changes have acquired

significance, reestablishing missing historic features generally should not be undertaken if the missing features did not coexist with the features currently on the building. Juxtaposing historic features that did not exist concurrently will result in a false sense of the building's history.

Alterations

Some exterior and interior alterations to a historic building are generally needed as part of a **Rehabilitation** project to ensure its continued use, but it is most important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include changes to the site or setting, such as the selective removal of buildings or other features of the building site or setting that are intrusive, not character defining, or outside the building's period of significance.

Code-Required Work: Accessibility and Life Safety

Sensitive solutions to meeting code requirements in a **Rehabilitation** project are an important part of protecting the historic character of the building. Work that must be done to meet accessibility and life-safety requirements must also be assessed for its potential impact on the historic building, its site, and setting.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a **Rehabilitation** project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when considering new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Sustainability

Sustainability should be addressed as part of a **Rehabilitation** project. Good preservation practice is often synonymous with sustainability. Existing energy-efficient features should be retained and repaired. Only sustainability treatments should be considered that will have the least impact on the historic character of the building.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*.

New Exterior Additions and Related New Construction

Rehabilitation is the only treatment that allows expanding a historic building by enlarging it with an addition. However, the **Rehabilitation** guidelines emphasize that new additions should be considered only after it is determined that meeting specific new needs cannot be achieved by altering non-character-defining interior spaces. If the use cannot be accommodated in this way, then an attached exterior addition may be considered. New additions should be designed and constructed so that the character-defining features of the historic building, its site, and setting are not negatively impacted. Generally, a new addition should be subordinate to the historic building. A new addition should be compatible, but differentiated enough so that it is not confused as historic or original to the building. The same guidance applies to new construction so that it does not negatively impact the historic character of the building or its site.

Rehabilitation as a Treatment. *When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.*

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

NOT RECOMMENDED

<i>Identifying, retaining and preserving</i> masonry features that are important in defining the overall historic character of the building (such as walls, brackets, railings, cornices, window and door surrounds, steps, and columns) and decorative ornament and other details, such as tooling and bonding patterns, coatings, and color.	Removing or substantially changing masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing or rebuilding a major portion of exterior masonry walls that could be repaired, thereby destroying the historic integrity of the building. Applying paint or other coatings (such as stucco) to masonry that has been historically unpainted or uncoated to create a new appearance. Removing paint from historically-painted masonry.
<i>Protecting and maintaining</i> masonry by ensuring that historic drainage features and systems that divert rainwater from masonry surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.	Failing to identify and treat the causes of masonry deterioration, such as leaking roofs and gutters or rising damp.
Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.	Cleaning masonry surfaces when they are not heavily soiled to create a “like-new” appearance, thereby needlessly introducing chemicals or moisture into historic materials.
Carrying out masonry cleaning tests when it has been determined that cleaning is appropriate. Test areas should be examined to ensure that no damage has resulted and, ideally, monitored over a sufficient period of time to allow long-range effects to be predicted.	Cleaning masonry surfaces without testing or without sufficient time for the testing results to be evaluated.



[1] An alkaline-based product is appropriate to use to clean historic marble because it will not damage the marble, which is acid sensitive.



[2] Mid-century modern building technology made possible the form of this parabola-shaped structure and its thin concrete shell construction. Built in 1961 as the lobby of the La Concha Motel in Las Vegas, it was designed by Paul Revere Williams, one of the first prominent African-American architects. It was moved to a new location and rehabilitated to serve as the Neon Museum, and is often cited as an example of Google architecture. *Credit: Photographed with permission at The Neon Museum, Las Vegas, Nevada.*

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

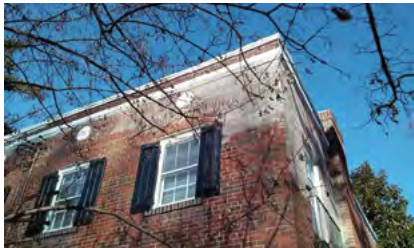
Cleaning soiled masonry surfaces with the gentlest method possible, such as using low-pressure water and detergent and natural bristle or other soft-bristle brushes.

NOT RECOMMENDED

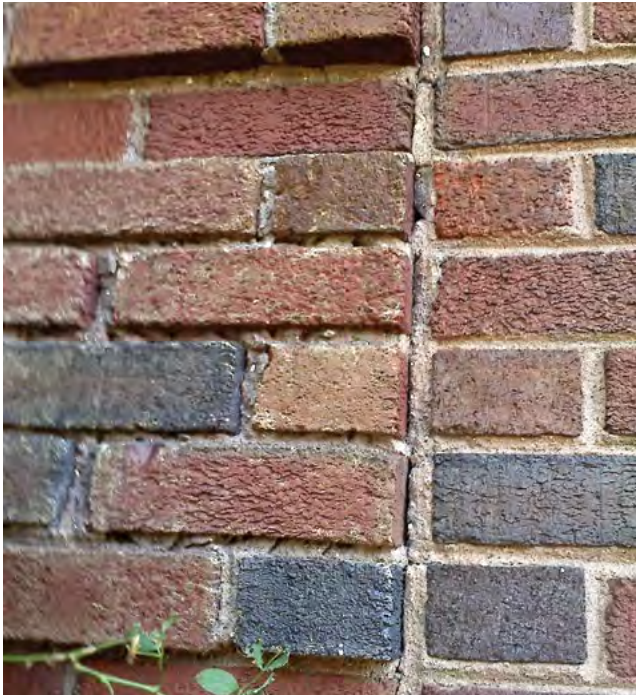
Cleaning or removing paint from masonry surfaces using most abrasive methods (including sandblasting, other media blasting, or high-pressure water) which can damage the surface of the masonry and mortar joints.

Using a cleaning or paint-removal method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures.

Cleaning with chemical products that will damage some types of masonry (such as using acid on limestone or marble), or failing to neutralize or rinse off chemical cleaners from masonry surfaces.



[3] **Not Recommended:**
The white film on the upper corner of this historic brick row house is the result of using a scrub or slurry coating, rather than traditional repointing by hand, which is the recommended method.



[4] **Not Recommended:**
The quoins on the left side of the photo show that high-pressure abrasive blasting used to remove paint can damage even early 20th-century, hard-baked, textured brick and erode the mortar, whereas the same brick on the right, which was not abrasively cleaned, is undamaged.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Using biodegradable or environmentally-safe cleaning or paint-removal products.	
Using paint-removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint.	
Using coatings that encapsulate lead paint, when possible, where the paint is not required to be removed to meet environmental regulations.	
Allowing only trained conservators to use abrasive or laser-cleaning methods, when necessary, to clean hard-to-reach, highly-carved, or detailed decorative stone features.	
Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., hand scraping) prior to repainting.	Removing paint that is firmly adhered to masonry surfaces, unless the building was unpainted historically and the paint can be removed without damaging the surface.
Applying compatible paint coating systems to historically-painted masonry following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting masonry features.
Repainting historically-painted masonry features with colors that are appropriate to the historic character of the building and district.	Using paint colors on historically-painted masonry features that are not appropriate to the historic character of the building and district.
Protecting adjacent materials when cleaning or removing paint from masonry features.	Failing to protect adjacent materials when cleaning or removing paint from masonry features.
Evaluating the overall condition of the masonry to determine whether more than protection and maintenance, such as repairs to masonry features, will be necessary.	Failing to undertake adequate measures to ensure the protection of masonry features.
Repairing masonry by patching, splicing, consolidating, or otherwise reinforcing the masonry using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes, such as terra-cotta brackets or stone balusters.	Removing masonry that could be stabilized, repaired, and conserved, or using untested consolidants and unskilled personnel, potentially causing further damage to historic materials. Replacing an entire masonry feature, such as a cornice or balustrade, when repair of the masonry and limited replacement of deteriorated or missing components are feasible.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration, such as disintegrating mortar, cracks in mortar joints, loose bricks, or damaged plaster on the interior.	Removing non-deteriorated mortar from sound joints and then repointing the entire building to achieve a more uniform appearance.
Removing deteriorated lime mortar carefully by hand raking the joints to avoid damaging the masonry.	
Using power tools only on horizontal joints on brick masonry in conjunction with hand chiseling to remove hard mortar that is deteriorated or that is a non-historic material which is causing damage to the masonry units. Mechanical tools should be used only by skilled masons in limited circumstances and generally not on short, vertical joints in brick masonry.	Allowing unskilled workers to use masonry saws or mechanical tools to remove deteriorated mortar from joints prior to repointing.
Duplicating historic mortar joints in strength, composition, color, and texture when repointing is necessary. In some cases, a lime-based mortar may also be considered when repointing Portland cement mortar because it is more flexible.	Repointing masonry units with mortar of high Portland cement content (unless it is the content of the historic mortar). Using “surface grouting” or a “scrub” coating technique, such as a “sack rub” or “mortar washing,” to repoint exterior masonry units instead of traditional repointing methods. Repointing masonry units (other than concrete) with a synthetic caulking compound instead of mortar.
Duplicating historic mortar joints in width and joint profile when repointing is necessary.	Changing the width or joint profile when repointing.
Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.	Removing sound stucco or repairing with new stucco that is different in composition from the historic stucco. Patching stucco or concrete without removing the source of deterioration. Replacing deteriorated stucco with synthetic stucco, an exterior finish and insulation system (EFIS), or other non-traditional materials.

MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED

NOT RECOMMENDED

Using mud plaster or a compatible lime-plaster adobe render, when appropriate, to repair adobe.	Applying cement stucco, unless it already exists, to adobe.
Sealing joints in concrete with appropriate flexible sealants and backer rods, when necessary.	
Cutting damaged concrete back to remove the source of deterioration, such as corrosion on metal reinforcement bars. The new patch must be applied carefully so that it will bond satisfactorily with and match the historic concrete.	Patching damaged concrete without removing the source of deterioration.



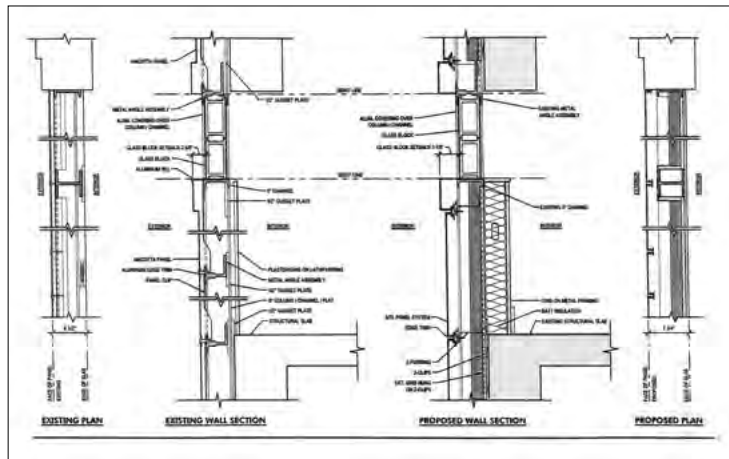
[5] Rebars in the reinforced concrete ceiling have rusted, causing the concrete to spall. The rebars must be cleaned of rust before the concrete can be patched.

[6] Some areas of the concrete brise soleil screen on this building constructed in 1967 are badly deteriorated. If the screen cannot be repaired, it may be replaced in kind or with a composite substitute material with the same appearance as the concrete.





[7] (a) J.W. Knapp's Department Store, built 1937-38, in Lansing, MI, was constructed with a proprietary material named "Maul Macotta" made of enameled steel and cast-in-place concrete panels. Prior to its rehabilitation, a building inspection revealed that, due to a flaw in the original design and construction, the material was deteriorated beyond repair. The architects for the rehabilitation project devised a replacement system (b) consisting of enameled aluminum panels that matched the original colors (c). Photos and drawing (a-b): Quinn Evans Architects; Photo (c): James Haefner Photography.



MASONRY: STONE, BRICK, TERRA COTTA, CONCRETE, ADOBE, STUCCO, AND MORTAR

RECOMMENDED	NOT RECOMMENDED
Using a non-corrosive, stainless-steel anchoring system when replacing damaged stone, concrete, or terra-cotta units that have failed.	
Applying non-historic surface treatments, such as water-repellent coatings, to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.	Applying waterproof, water-repellent, or non-original historic coatings (such as stucco) to masonry as a substitute for repointing and masonry repairs.
Applying permeable, anti-graffiti coatings to masonry when appropriate.	Applying water-repellent or anti-graffiti coatings that change the historic appearance of the masonry or that may trap moisture if the coating is not sufficiently permeable.
Replacing in kind an entire masonry feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples can include large sections of a wall, a cornice, pier, or parapet. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a masonry feature that is unrepairable and not replacing it, or replacing it with a new feature that does not match. Using substitute material for the replacement that does not convey the same appearance of the surviving components of the masonry feature.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a replacement masonry feature, such as a step or door pediment, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing masonry feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Introducing a new masonry feature that is incompatible in size, scale, material, or color.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining and preserving wood features that are important in defining the overall historic character of the building (such as siding, cornices, brackets, window and door surrounds, and steps) and their paints, finishes, and colors.	Removing or substantially changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the historic wood from a façade instead of repairing or replacing only the deteriorated wood, then reconstructing the façade with new material to achieve a uniform or “improved” appearance. Changing the type of finish, coating, or historic color of wood features, thereby diminishing the historic character of the exterior. Failing to renew failing paint or other coatings that are historic finishes. Stripping historically-painted surfaces to bare wood and applying a clear finish rather than repainting. Stripping paint or other coatings to reveal bare wood, thereby exposing historically-coated surfaces to the effects of accelerated weathering. Removing wood siding (clapboards) or other covering (such as stucco) from log structures that were covered historically, which changes their historic character and exposes the logs to accelerated deterioration.
Protecting and maintaining wood features by ensuring that historic drainage features that divert rainwater from wood surfaces (such as roof overhangs, gutters, and downspouts) are intact and functioning properly.	Failing to identify and treat the causes of wood deterioration, such as faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungal infestation.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED

NOT RECOMMENDED

Applying chemical preservatives or paint to wood features that are subject to weathering, such as exposed beam ends, outriggers, or rafter tails.	Using chemical preservatives (such as creosote) which, unless they were used historically, can change the appearance of wood features.
Implementing an integrated pest management plan to identify appropriate preventive measures to guard against insect damage, such as installing termite guards, fumigating, and treating with chemicals.	
Retaining coatings (such as paint) that protect the wood from moisture and ultraviolet light. Paint removal should be considered only when there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate coatings.	Stripping paint or other coatings from wood features without recoating.

[8] Rotted clapboards have been replaced selectively with new wood siding to match the originals.



WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (e.g., hand scraping and hand sanding) prior to repainting.	Using potentially-damaging paint-removal methods on wood surfaces, such as open-flame torches, orbital sanders, abrasive methods (including sandblasting, other media blasting, or high-pressure water), or caustic paint-removers. Removing paint that is firmly adhered to wood surfaces.
Using chemical strippers primarily to supplement other methods such as hand scraping, hand sanding, and thermal devices.	Failing to neutralize the wood thoroughly after using chemical paint removers so that new paint may not adhere. Removing paint from detachable wood features by soaking them in a caustic solution, which may roughen the surface, split the wood, or result in staining from residual acids leaching out of the wood.
Using biodegradable or environmentally-safe cleaning or paint-removal products.	
Using paint-removal methods that employ a poultice to which paint adheres, when possible, to neatly and safely remove old lead paint.	
Using thermal devices (such as infrared heaters) carefully to remove paint when it is so deteriorated that total removal is necessary prior to repainting.	Using a thermal device to remove paint from wood features without first checking for and removing any flammable debris behind them. Using thermal devices without limiting the amount of time the wood feature is exposed to heat.
Using coatings that encapsulate lead paint, when possible, where the paint is not required to be removed to meet environmental regulations.	
Applying compatible paint coating systems to historically-painted wood following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting wood features.
Repainting historically-painted wood features with colors that are appropriate to the building and district.	Using paint colors on historically-painted wood features that are not appropriate to the building or district.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED

NOT RECOMMENDED

Protecting adjacent materials when working on other wood features.	Failing to protect adjacent materials when working on wood features.
Evaluating the overall condition of the wood to determine whether more than protection and maintenance, such as repairs to wood features, will be necessary.	Failing to undertake adequate measures to ensure the protection of wood features.



[9] Smooth-surfaced cementitious siding (left) may be used to replace deteriorated wood siding only on secondary elevations that have minimal visibility.



[10] **Not Recommended:** Cementitious siding with a raised wood-grain texture is not an appropriate material to replace historic wood siding, which has a smooth surface when painted.

WOOD: CLAPBOARD, WEATHERBOARD, SHINGLES, AND OTHER FUNCTIONAL AND DECORATIVE ELEMENTS

RECOMMENDED	NOT RECOMMENDED
Repairing wood by patching, splicing, consolidating, or otherwise reinforcing the wood using recognized conservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of wood features when there are surviving prototypes, such as brackets, molding, or sections of siding.	Removing wood that could be stabilized, repaired, and conserved, or using untested consolidants and unskilled personnel, potentially causing further damage to historic materials. Replacing an entire wood feature, such as a cornice or balustrade, when repair of the wood and limited replacement of deteriorated or missing components is feasible.
Replacing in kind an entire wood feature that is too deteriorated to repair (if the overall form and detailing are still evident) using physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such wood features include a cornice, entablature, or a balustrade. If using wood is not feasible, then a compatible substitute material may be considered.	Removing a wood feature that is unrepairable and not replacing it, or replacing it with a new feature that does not match. Using substitute material for the replacement that does not convey the same appearance of the surviving components of the wood feature.
Replacing a deteriorated wood feature or wood siding on a <i>primary</i> or <i>other highly-visible</i> elevation with a new matching wood feature.	Replacing a deteriorated wood feature or wood siding on a <i>primary</i> or <i>other highly-visible elevation</i> with a composite substitute material.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a replacement masonry feature, such as a step or door pediment, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing masonry feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Introducing a new wood feature that is incompatible in size, scale, material, or color.

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving metal features that are important in defining the overall historic character of the building (such as columns, capitals, pilasters, spandrel panels, or stairways) and their paints, finishes, and colors. The type of metal should be identified prior to work because each metal has its own properties and may require a different treatment.	Removing or substantially changing metal features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the historic metal from a façade instead of repairing or replacing only the deteriorated metal, then reconstructing the façade with new material to achieve a uniform or “improved” appearance.
Protecting and maintaining metals from corrosion by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.	Failing to identify and treat the causes of corrosion, such as moisture from leaking roofs or gutters. Placing incompatible metals together without providing an appropriate separation material. Such incompatibility can result in galvanic corrosion of the less noble metal (e.g., copper will corrode cast iron, steel, tin, and aluminum).
Cleaning metals when necessary to remove corrosion prior to repainting or applying appropriate protective coatings.	Leaving metals that must be protected from corrosion uncoated after cleaning.

[11] The stainless steel doors at the entrance to this Art Deco apartment building are important in defining its historic character and should be retained in place.



METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED	NOT RECOMMENDED
Identifying the particular type of metal prior to any cleaning procedure and then testing to ensure that the gentlest cleaning method possible is selected; or, alternatively, determining that cleaning is inappropriate for the particular metal.	Using cleaning methods which alter or damage the color, texture, or finish of the metal, or cleaning when it is inappropriate for the particular metal. Removing the patina from historic metals. The patina may be a protective layer on some metals (such as bronze or copper) as well as a distinctive finish.
Using non-corrosive chemical methods to clean soft metals (such as lead, tinplate, terneplate, copper, and zinc) whose finishes can be easily damaged by abrasive methods.	Cleaning soft metals (such as lead, tinplate, terneplate, copper, and zinc) with abrasive methods (including sandblasting, other abrasive media, or high-pressure water) which will damage the surface of the metal.
Using the least abrasive cleaning method for hard metals (such as cast iron, wrought iron, and steel) to remove paint buildup and corrosion. If hand scraping and wire brushing have proven ineffective, low-pressure abrasive methods may be used as long as they do not abrade or damage the surface.	Using high-pressure abrasive techniques (including sandblasting, other media blasting, or high-pressure water) without first trying gentler cleaning methods prior to cleaning cast iron, wrought iron, or steel.
Applying appropriate paint or other coatings to historically-coated metals after cleaning to protect them from corrosion.	Applying paint or other coatings to metals (such as copper, bronze or stainless steel) if they were not coated historically, unless a coating is necessary for maintenance.
Repainting historically-painted metal features with colors that are appropriate to the building and district.	Using paint colors on historically-painted metal features that are not appropriate to the building or district.
Applying an appropriate protective coating (such as lacquer or wax) to a metal feature that was historically unpainted, such as a bronze door, which is subject to heavy use.	

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED

NOT RECOMMENDED

Protecting adjacent materials when cleaning or removing paint from metal features.	Failing to protect adjacent materials when working on metal features.
Evaluating the overall condition of metals to determine whether more than protection and maintenance, such as repairs to metal features, will be necessary.	Failing to undertake adequate measures to ensure the protection of metal features.



[12] This historic steel window has been cleaned, repaired, and primed in preparation for painting and reglazing.



[13] The gold-colored, anodized aluminum geodesic dome of the former Citizen's State Bank in Oklahoma City, OK, built in 1958 and designed by Robert Roloff, makes this a distinctive mid-20th century building.



[14] Interior cast-iron columns have been cleaned and repainted as part of the rehabilitation of this historic market building for continuing use.



[15] New enameled-metal panels were replicated to replace the original panels, which were too deteriorated to repair, when the storefront of this early 1950s building was recreated.

METALS: WROUGHT AND CAST IRON, STEEL, PRESSED METAL, TERNEPLATE, COPPER, ALUMINUM, AND ZINC

RECOMMENDED

NOT RECOMMENDED

Repairing metal by reinforcing the metal using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of features when there are surviving prototypes, such as column capitals or bases, store-fronts, railings and steps, or window hoods.	Removing metals that could be stabilized, repaired, and conserved, or using improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.
Replacing in kind an entire metal feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such a feature could include cast-iron porch steps or steel-sash windows. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Replacing an entire metal feature, such as a column or balustrade, when repair of the metal and limited replacement of deteriorated or missing components are feasible. Removing a metal feature that is unrepairable and not replacing it, or replacing it with a new metal feature that does not match. Using a substitute material for the replacement that does not convey the same appearance of the surviving components of the metal feature or that is physically or chemically incompatible.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a replacement metal feature, such as a metal cornice or cast-iron column, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing metal feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building. Introducing a new metal feature that is incompatible in size, scale, material, or color.

ROOFS

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving roofs and their functional and decorative features that are important in defining the overall historic character of the building. The form of the roof (gable, hipped, gambrel, flat, or mansard) is significant, as are its decorative and functional features (such as cupolas, cresting, parapets, monitors, chimneys, weather vanes, dormers, ridge tiles, and snow guards), roofing material (such as slate, wood, clay tile, metal, roll roofing, or asphalt shingles), and size, color, and patterning.	Removing or substantially changing roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the historic roof or roofing material that is repairable, then rebuilding it with new material to achieve a more uniform or “improved” appearance. Changing the configuration or shape of a roof by adding highly visible new features (such as dormer windows, vents, skylights, or a penthouse). Stripping the roof of sound historic material, such as slate, clay tile, wood, or metal.
Protecting and maintaining a roof by cleaning gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for indications of moisture due to leaks or condensation.	Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof features, sheathing, and the underlying roof structure.
Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.	Allowing flashing, caps, and exposed fasteners to corrode, which accelerates deterioration of the roof.
Protecting a leaking roof with a temporary waterproof membrane with a synthetic underlayment, roll roofing, plywood, or a tarpaulin until it can be repaired.	Leaving a leaking roof unprotected so that accelerated deterioration of historic building materials (such as masonry, wood, plaster, paint, and structural members) occurs.
Repainting a roofing material that requires a protective coating and was painted historically (such as a terneplate metal roof or gutters) as part of regularly-scheduled maintenance.	Failing to repaint a roofing material that requires a protective coating and was painted historically as part of regularly-scheduled maintenance.
Applying compatible paint coating systems to historically-painted roofing materials following proper surface preparation.	Applying paint or other coatings to roofing material if they were not coated historically.
Protecting a roof covering when working on other roof features.	Failing to protect roof coverings when working on other roof features.
Evaluating the overall condition of the roof and roof features to determine whether more than protection and maintenance, such as repairs to roof features, will be necessary.	Failing to undertake adequate measures to ensure the protection of roof features.

ROOFS

RECOMMENDED

Repairing a roof by ensuring that the existing historic or compatible non-historic roof covering is sound and waterproof. Repair may include the limited replacement in kind or with a compatible substitute material of missing materials (such as wood shingles, slates, or tiles) on a main roof, as well as those extensively deteriorated or missing components of features when there are surviving prototypes, such as ridge tiles, dormer roofing, or roof monitors.

Using corrosion-resistant roof fasteners (e.g., nails and clips) to repair a roof to help extend its longevity.

NOT RECOMMENDED

Replacing an entire roof feature when repair of the historic roofing materials and limited replacement of deteriorated or missing components are feasible.



[16] The deteriorated asphalt shingles of this porch roof are being replaced in kind with matching shingles.

ROOFS

RECOMMENDED

NOT RECOMMENDED

Replacing in kind an entire roof covering or feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such a feature could include a large section of roofing, a dormer, or a chimney. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

Removing a feature of the roof that is unrepairable and not replacing it, or replacing it with a new roof feature that does not match.

Using a substitute material for the replacement that does not convey the same appearance of the roof covering or the surviving components of the roof feature or that is physically or chemically incompatible.

Replacing only missing or damaged roofing tiles or slates rather than replacing the entire roof covering.

Failing to reuse intact slate or tile in good condition when only the roofing substrate or fasteners need replacement.

Replacing an incompatible roof covering or any deteriorated non-historic roof covering with historically-accurate roofing material, if known, or another material that is compatible with the historic character of the building.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new roof covering for a missing roof or a new feature, such as a dormer or a monitor, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing roof feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.

Introducing a new roof feature that is incompatible in size, scale, material, or color.

ROOFS

RECOMMENDED

NOT RECOMMENDED

Alterations and Additions for a New Use

Installing mechanical and service equipment on the roof (such as heating and air-conditioning units, elevator housing, or solar panels) when required for a new use so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.	Installing roof-top mechanical or service equipment so that it damages or obscures character-defining roof features or is conspicuous on the site or from the public right-of-way.
Designing rooftop additions, elevator or stair towers, decks or terraces, dormers, or skylights when required by a new or continuing use so that they are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features.	Changing a character-defining roof form, or damaging or destroying character-defining roofing material as a result of an incompatible rooftop addition or improperly-installed or highly-visible mechanical equipment.
Installing a green roof or other roof landscaping, railings, or furnishings that are not visible on the site or from the public right-of-way and do not damage the roof structure.	Installing a green roof or other roof landscaping, railings, or furnishings that are visible on the site and from the public right-of-way.



[17] New wood elements have been used selectively to replace rotted wood on the underside of the roof in this historic warehouse.

WINDOWS

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving windows and their functional and decorative features that are important to the overall character of the building. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters.	Removing or substantially changing windows or window features which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Changing the appearance of windows that contribute to the historic character of the building by replacing materials, finishes, or colors which noticeably change the sash, depth of the reveal, and muntin configurations; the reflectivity and color of the glazing; or the appearance of the frame. Obscuring historic wood window trim with metal or other material. Replacing windows solely because of peeling paint, broken glass, stuck sash, or high air infiltration. These conditions, in themselves, do not indicate that windows are beyond repair.
Protecting and maintaining the wood or metal which comprises the window jamb, sash, and trim through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain window materials on a cyclical basis so that deterioration of the window results.
Protecting windows against vandalism before work begins by covering them and by installing alarm systems that are keyed into local protection agencies.	Leaving windows unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected windows.
Making windows weathertight by recaulking gaps in fixed joints and replacing or installing weatherstripping.	
Protecting windows from chemical cleaners, paint, or abrasion during work on the exterior of the building.	Failing to protect historic windows from chemical cleaners, paint, or abrasion when work is being done on the exterior of the building.
Protecting and retaining historic glass when replacing putty or repairing other components of the window.	Failing to protect the historic glass when making window repairs.

WINDOWS

RECOMMENDED

Sustaining the historic operability of windows by lubricating friction points and replacing broken components of the operating system (such as hinges, latches, sash chains or cords) and replacing deteriorated gaskets or insulating units.

Adding storm windows with a matching or a one-over-one pane configuration that will not obscure the characteristics of the historic windows. Storm windows improve energy efficiency and are especially beneficial when installed over wood windows because they also protect them from accelerated deterioration.

Adding interior storm windows as an alternative to exterior storm windows when appropriate.

NOT RECOMMENDED

Failing to maintain windows and window components so that windows are inoperable, or sealing operable sash permanently.

Failing to repair and reuse window hardware such as sash lifts, latches, and locks.



[18] The historic metal storm windows in this 1920s office building were retained and repaired during the rehabilitation project.

[19] Installing a mockup of a proposed replacement window can be helpful to evaluate how well the new windows will match the historic windows that are missing or too deteriorated to repair.





[20 a-d] The original steel windows in this industrial building were successfully repaired as part of the rehabilitation project (left).

WINDOWS

RECOMMENDED	NOT RECOMMENDED
Installing sash locks, window guards, removable storm windows, and other reversible treatments to meet safety, security, or energy conservation requirements.	
Evaluating the overall condition of the windows to determine whether more than protection and maintenance, such as repairs to windows and window features, will be necessary.	Failing to undertake adequate measures to ensure the protection of window features.
Repairing window frames and sash by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated, broken, or missing components of features when there are surviving prototypes, such as sash, sills, hardware, or shutters.	Removing window features that could be stabilized, repaired, or conserved using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to the historic materials. Replacing an entire window when repair of the window and limited replacement of deteriorated or missing components are feasible.
Removing glazing putty that has failed and applying new putty; or, if glass is broken, carefully removing all putty, replacing the glass, and reputtying.	
Installing new glass to replace broken glass which has the same visual characteristics as the historic glass.	
Replacing in kind an entire window that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a character-defining window that is unrepairable or is not needed for the new use and blocking up the opening, or replacing it with a new window that does not match. Using substitute material for the replacement that does not convey the same appearance of the surviving components of the window or that is physically incompatible.



[21] The windows on the lower floor, which were too deteriorated to repair, were replaced with new steel windows matching the upper-floor historic windows that were retained.

WINDOWS

RECOMMENDED

Modifying a historic single-glazed sash to accommodate insulated glass when it will not jeopardize the soundness of the sash or significantly alter its appearance.
Using low-e glass with the least visible tint in new or replacement windows.
Using window grids rather than true divided lights on windows on the upper floors of high-rise buildings if they will not be noticeable.
Ensuring that spacer bars in between double panes of glass are the same color as the window sash.
Replacing all of the components in a glazing system if they have failed because of faulty design or materials that have deteriorated with new material that will improve the window performance without noticeably changing the historic appearance.
Replacing incompatible, non-historic windows with new windows that are compatible with the historic character of the building; or reinstating windows in openings that have been filled in.

NOT RECOMMENDED

Modifying a historic single-glazed sash to accommodate insulated glass when it will jeopardize the soundness of the sash or significantly alter its appearance.
Using low-e glass with a dark tint in new or replacement windows, thereby negatively impacting the historic character of the building.
Using window grids rather than true divided lights on windows in low-rise buildings or on lower floors of high-rise buildings where they will be noticeable, resulting in a change to the historic character of the building.
Using spacer bars in between double panes of glass that are not the same color as the window sash.
Replacing all of the components in a glazing system with new material that will noticeably change the historic appearance.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new window or its components, such as frames, sash, and glazing, when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating an inaccurate appearance because the replacement for the missing window is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.
	Installing replacement windows made from other materials that are not the same as the material of the original windows if they would have a noticeably different appearance from the remaining historic windows.



(a)



(b)



(c)

[22] **Not Recommended:** (a-b) The original wood windows in this late-19th-century building, which were highly decorative, could likely have been repaired and retained. (c) Instead, they were replaced with new windows that do not match the detailing of the historic windows and, therefore, do not meet the Standards (above).



[23] (a) This deteriorated historic wood window was repaired and retained (b) in this rehabilitation project.



WINDOWS

RECOMMENDED

NOT RECOMMENDED

Alterations and Additions for a New Use

Adding new window openings on rear or other secondary, less-visible elevations, if required by a new use. The new openings and the windows in them should be compatible with the overall design of the building but, in most cases, not duplicate the historic fenestration.

Changing the number, location, size, or glazing pattern of windows on primary or highly-visible elevations which will alter the historic character of the building.

Cutting new openings on character-defining elevations or cutting new openings that damage or destroy significant features.

Adding balconies at existing window openings or new window openings on primary or other highly-visible elevations where balconies never existed and, therefore, would be incompatible with the historic character of the building.

Replacing windows that are too deteriorated to repair using the same sash and pane configuration, but with new windows that operate differently, if necessary, to accommodate a new use. Any change must have minimal visual impact. Examples could include replacing hopper or awning windows with casement windows, or adding a realigned and enlarged operable portion of industrial steel windows to meet life-safety codes.

Replacing a window that contributes to the historic character of the building with a new window that is different in design (such as glass divisions or muntin profiles), dimensions, materials (wood, metal, or glass), finish or color, or location that will have a noticeably different appearance from the historic windows, which may negatively impact the character of the building.

Installing impact-resistant glazing, when necessary for security, so that it is compatible with the historic windows and does not damage them or negatively impact their character.

Installing impact-resistant glazing, when necessary for security, that is incompatible with the historic windows and that damages them or negatively impacts their character.

Using compatible window treatments (such as frosted glass, appropriate shades or blinds, or shutters) to retain the historic character of the building when it is necessary to conceal mechanical equipment, for example, that the new use requires be placed in a location behind a window or windows on a primary or highly-visible elevation.

Removing a character-defining window to conceal mechanical equipment or to provide privacy for a new use of the building by blocking up the opening.

ENTRANCES AND PORCHES

RECOMMENDED

NOT RECOMMENDED



[24] Rotted boards in the beaded-board porch ceiling are being replaced with new matching beaded board.

Identifying, retaining, and preserving entrances and porches and their functional and decorative features that are important in defining the overall historic character of the building. The materials themselves (including masonry, wood, and metal) are significant, as are their features, such as doors, transoms, pilasters, columns, balustrades, stairs, roofs, and projecting canopies.

Retaining a historic entrance or porch even though it will no longer be used because of a change in the building's function.

Protecting and maintaining the masonry, wood, and metals which comprise entrances and porches through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.

Protecting entrances and porches against arson and vandalism before work begins by covering them and by installing alarm systems keyed into local protection agencies.

Protecting entrance and porch features when working on other features of the building.

Evaluating the overall condition of entrances and porches to determine whether more than protection and maintenance, such as repairs to entrance and porch features, will be necessary.

Repairing entrances and porches by patching, splicing, consolidating, and otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated features or missing components of features when there are surviving prototypes, such as balustrades, columns, and stairs.

Removing or substantially changing entrances and porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Cutting new entrances on a primary façade.

Altering utilitarian or service entrances so they compete visually with the historic primary entrance; increasing their size so that they appear significantly more important; or adding decorative details that cannot be documented to the building or are incompatible with the building's historic character.

Removing a historic entrance or porch that will no longer be required for the building's new use.

Failing to protect and maintain entrance and porch materials on a cyclical basis so that deterioration of entrances and porches results.

Leaving entrances and porches unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected entrances.

Failing to protect materials and features when working on other features of the building.

Failing to undertake adequate measures to ensure the protection of entrance and porch features.

Removing entrances and porches that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.

Replacing an entire entrance or porch feature when repair of the feature and limited replacement of deteriorated or missing components are feasible.

ENTRANCES AND PORCHES

RECOMMENDED

Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

NOT RECOMMENDED

Removing an entrance or porch that is unrepairable and not replacing it, or replacing it with a new entrance or porch that does not match.

Using a substitute material for the replacement that does not convey the same appearance of the surviving components of entrance or porch features or that is physically incompatible.



[25] The new infill designs for the garage door openings in this commercial building (a) converted for restaurant use and in this mill building (b) rehabilitated for residential use are compatible with the historic character of the buildings.



ENTRANCES AND PORCHES

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new entrance or porch when the historic feature is completely missing or has previously been replaced by one that is incompatible. It may be an accurate restoration based on documentary and physical evidence, but only when the historic entrance or porch to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing entrance or porch is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.

Alterations and Additions for a New Use

Enclosing historic porches on secondary elevations only, when required by a new use, in a manner that preserves the historic character of the building (e.g., using large sheets of glass and recessing the enclosure wall behind existing posts and balustrades).

Enclosing porches in a manner that results in a diminution or loss of historic character by using solid materials rather than clear glazing, or by placing the enclosure in front of, rather than behind, the historic features.

Designing and constructing additional entrances or porches on secondary elevations when required for the new use in a manner that preserves the historic character of the building (i.e., ensuring that the new entrance or porch is clearly subordinate to historic primary entrances or porches).

Constructing secondary or service entrances and porches that are incompatible in size and scale or detailing with the historic building or that obscure, damage, or destroy character-defining features.

[26] **Not Recommended:** Installing a screened enclosure is never recommended on a front or otherwise prominent historic porch. In limited instances, it may be possible to add screening on a porch at the rear or on a secondary façade; however, the enclosure should match the color of the porch and be placed behind columns and railings so that it does not obscure these features.



STOREFRONTS

RECOMMENDED

Identifying, retaining, and preserving storefronts and their functional and decorative features that are important in defining the overall historic character of the building. The storefront materials (including wood, masonry, metals, ceramic tile, clear glass, and pigmented structural glass) and the configuration of the storefront are significant, as are features, such as display windows, base panels, bulkheads, signs, doors, transoms, kick plates, corner posts, piers, and entablatures. The removal of inappropriate, non-historic cladding, false mansard roofs, and other later, non-significant alterations can help reveal the historic character of the storefront.

Retaining later, non-original features that have acquired significance over time.

NOT RECOMMENDED

Removing or substantially changing storefronts and their features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Changing the storefront so that it has a residential rather than commercial appearance.

Introducing features from an earlier period that are not compatible with the historic character of the storefront.

Changing the location of the storefront's historic main entrance.

Replacing or covering a glass transom with solid material or inappropriate signage, or installing an incompatible awning over it.

Removing later features that may have acquired significance.



[28] This new storefront, which replaced one that was missing, is compatible with the historic character of the building.

STOREFRONTS

RECOMMENDED	NOT RECOMMENDED
<i>Protecting and maintaining</i> masonry, wood, glass, ceramic tile, and metals which comprise storefronts through appropriate treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain storefront materials on a cyclical basis so that deterioration of storefront features results.
Protecting storefronts against arson and vandalism before work begins by covering windows and doors and by installing alarm systems keyed into local protection agencies.	Leaving the storefront unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected entrances.
Protecting the storefront when working on other features of the building.	Failing to protect the storefront when working on other features of the building.
Evaluating the overall condition of the storefront to determine whether more than protection and maintenance, such as repairs to storefront features, will be necessary.	Failing to undertake adequate measures to ensure the protection of storefront features.



[27] This original c. 1940s storefront, with its character-defining angled and curved glass display window and recessed entrance with a decorative terrazzo paving, is in good condition and should be retained in a rehabilitation project.

STOREFRONTS

RECOMMENDED

NOT RECOMMENDED

Repairing storefronts by patching, splicing, consolidating, or otherwise reinforcing them using recognized preservation methods. Repair may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing components of storefronts when there are surviving prototypes, such as transoms, base panels, kick plates, piers, or signs.

Removing storefronts that could be stabilized, repaired, and conserved, or using untested consolidants, improper repair techniques, or unskilled personnel, potentially causing further damage to historic materials.

Replacing in kind an entire storefront that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

Replacing a storefront feature when repair of the feature and limited replacement of deteriorated or missing components are feasible.

Using a substitute material for the replacement that does not convey the same appearance of the surviving components of the storefront or that is physically incompatible.

Removing a storefront that is unrepairable and not replacing it or replacing it with a new storefront that does not match.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new storefront when the historic storefront is completely missing or has previously been replaced by one that is incompatible. It may be an accurate restoration based on documentary and physical evidence, but only when the historic storefront to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing storefront is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature to be replaced did not coexist with the features currently on the building.

Using new, over-scaled, or internally-lit signs unless there is a historic precedent for them or using other types of signs that obscure, damage, or destroy character-defining features of the storefront and the building.

STOREFRONTS

RECOMMENDED

Replacing missing awnings or canopies that can be historically documented to the building, or adding new signage, awnings, or canopies that are compatible with the historic character of the building.

NOT RECOMMENDED

Adding vinyl awnings, or other awnings that are inappropriately sized or shaped, which are incompatible with the historic character of the building; awnings that do not extend over the entire length of the storefront; or large canopies supported by posts that project out over the sidewalk, unless their existence can be historically documented.

Alterations and Additions for a New Use

Retaining the glazing and the transparency (i.e., which allows the openness of the interior to be experienced from the exterior) that is so important in defining the character of a historic storefront when the building is being converted for residential use. Window treatments (necessary for occupants' privacy) should be installed that are uniform and compatible with the commercial appearance of the building, such as screens or wood blinds. When display cases still exist behind the storefront, the screening should be set at the back of the display case.

Replacing storefront glazing with solid material for occupants' privacy when the building is being converted for residential use.

Installing window treatments in storefront windows that have a residential appearance, which are incompatible with the commercial character of the building.

Installing window treatments that are not uniform in a series of repetitive storefront windows.



[29] The rehabilitation of the 1910 Māālaea General Store (a), which served the workers' camp at the Wailuku Sugar Company on the Hawaiian island of Maui, included the reconstruction of the original parapet (b).



CURTAIN WALLS

RECOMMENDED

NOT RECOMMENDED

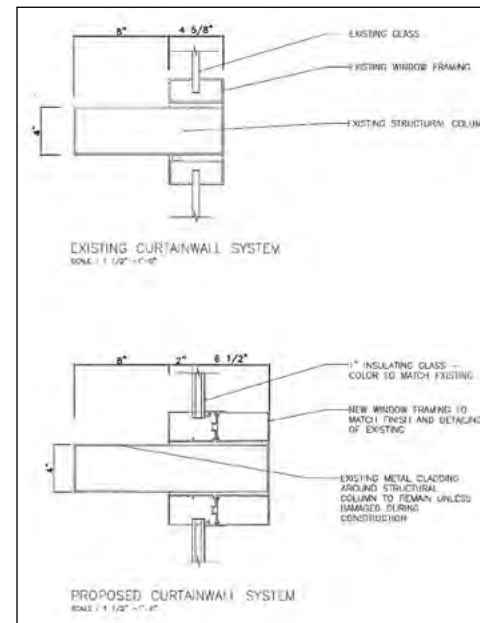
Identifying, retaining, and preserving curtain wall systems and their components (metal framing members and glass or opaque panels) that are important in defining the overall historic character of the building. The design of the curtain wall is significant, as are its component materials (metal stick framing and panel materials, such as clear or spandrel glass, stone, terra cotta, metal, and fiber-reinforced plastic), appearance (e.g., glazing color or tint, transparency, and reflectivity), and whether the glazing is fixed, operable or louvered glass panels. How a curtain wall is engineered and fabricated, and the fact that it expands and contracts at a different rate from the building's structural system, are important to understand when undertaking the rehabilitation of a curtain wall system.	Removing or substantially changing curtain wall components which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Replacing historic curtain wall features instead of repairing or replacing only the deteriorated components.
Protecting and maintaining curtain walls and their components through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems; and by making them watertight and ensuring that sealants and gaskets are in good condition.	Failing to protect and maintain curtain wall components on a cyclical basis so that deterioration of curtain walls results. Failing to identify, evaluate, and treat various causes of curtain wall failure, such as open gaps between components where sealants have deteriorated or are missing.
Protecting ground-level curtain walls from vandalism before work begins by covering them, while ensuring adequate ventilation, and by installing alarm systems keyed into local protection agencies.	Leaving ground-level curtain walls unprotected and subject to vandalism before work begins, thereby also allowing the interior to be damaged if it can be accessed through unprotected glazing.
Protecting curtain walls when working on other features of the building.	Failing to protect curtain walls when working on other features of the building.
Cleaning curtain wall systems only when necessary to halt deterioration or to remove heavy soiling.	Cleaning curtain wall systems when they are not heavily soiled, thereby needlessly introducing chemicals or moisture into historic materials.

CURTAIN WALLS

RECOMMENDED	NOT RECOMMENDED
Carrying out cleaning tests, when it has been determined that cleaning is appropriate, using only cleaning materials that will not damage components of the system, including factory-applied finishes. Test areas should be examined to ensure that no damage has resulted.	Cleaning curtain wall systems without testing or using cleaning materials that may damage components of the system.
Evaluating the overall condition of curtain walls to determine whether more than protection and maintenance, such as repair of curtain wall components, will be necessary.	Failing to undertake adequate measures to protect curtain wall components.
Repairing curtain walls by ensuring that they are watertight by augmenting existing components or replacing deteriorated or missing sealants or gaskets, where necessary, to seal any gaps between system components. Repair may include the limited replacement of those extensively deteriorated or missing components of curtain walls when there are surviving prototypes.	Removing curtain wall components that could be repaired or using improper repair techniques. Replacing an entire curtain wall system when repair of materials and limited replacement of deteriorated or missing components are feasible.
Applying sealants carefully so that they are not readily visible.	
Replacing in kind a component or components of a curtain wall system that are too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. If using the same kind of material is not feasible, then a compatible substitute material may be considered as long as it has the same finish and appearance.	Removing a curtain wall component or the entire system, if necessary, that is unrepairable and not replacing it or replacing it with a new component or system that does not convey the same appearance.
Replacing masonry, metal, glass, or other components of a curtain wall system (or the entire system, if necessary) which have failed because of faulty design with substitutes that match the original as closely as possible and which will reestablish the viability and performance of the system.	Using substitute material for the replacement that does not convey the same appearance of the surviving components of the curtain wall or that is physically incompatible.



[30] Rather than replace the original curtain wall system of the 1954 Simms Building in Albuquerque, NM, with a different color tinted glass or coat it with a non-historic reflective film, the HVAC system was updated to improve energy efficiency. Photo: Harvey M. Kaplan.



[31 a-c:] (a) The rehabilitation of the First Federal Savings and Loan Association building in Birmingham, AL, constructed in 1961, required replacing the deteriorated historic curtain wall system because the framing and the fasteners holding the spandrel glass and the windows had failed. (b) Comparative drawings show that the differences between the replacement system, which incorporated new insulated glass to meet wind-load requirements, and the original system are minimal. (c) The replacement system, shown after completion of the project, has not altered the historic character of the building.



CURTAIN WALLS

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new curtain wall or its components when the historic feature is completely missing. It may be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing curtain wall component is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature did not coexist with the features currently on the building.

Introducing a new curtain wall component that is incompatible in size, scale, material, color, and finish.

Alterations and Additions for a New Use

Installing new glazing or an entire new curtain wall system, when necessary to meet safety-code requirements, with dimensions, detailing, materials, colors, and finish as close as possible to the historic curtain wall components.

Installing new glazing or an entire new curtain wall system, when necessary to meet safety-code requirements, with dimensions and detailing that is significantly different from the historic curtain wall components.

Installing impact-resistant glazing, when necessary for security, so that it is compatible with the historic windows and does not damage them or negatively impact their character.

Installing impact-resistant glazing in a curtain wall system, when necessary for security, that is incompatible with the historic curtain walls and damages them or negatively impacts their character.

STRUCTURAL SYSTEMS

RECOMMENDED

Identifying, retaining, and preserving structural systems and visible features of systems that are important in defining the overall historic character of the building. This includes the materials that comprise the structural system (i.e., wood, metal and masonry), the type of system, and its features, such as posts and beams, trusses, summer beams, vigas, cast-iron or masonry columns, above-grade stone foundation walls, or load-bearing masonry walls.

Protecting and maintaining the structural system by keeping gutters and downspouts clear and roofing in good repair; and by ensuring that wood structural members are free from insect infestation.

NOT RECOMMENDED

Removing or substantially changing visible features of historic structural systems which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Overloading the existing structural system, or installing equipment or mechanical systems which could damage the structure.

Replacing a load-bearing masonry wall that could be augmented and retained.

Leaving known structural problems untreated, such as deflected beams, cracked and bowed walls, or racked structural members.

Failing to protect and maintain the structural system on a cyclical basis so that deterioration of the structural system results.

Using treatments or products that may retain moisture, which accelerates deterioration of structural members.

[33] Retaining as much as possible of the historic wood sill plate and replacing only the termite-damaged wood is always the preferred and recommended treatment.



STRUCTURAL SYSTEMS

RECOMMENDED	NOT RECOMMENDED
Evaluating the overall condition of the structural system to determine whether more than protection and maintenance, such as repairs to structural features, will be necessary.	Failing to undertake adequate measures to ensure the protection of structural systems.
Repairing the structural system by augmenting individual components, using recognized preservation methods. For example, weakened structural members (such as floor framing) can be paired or sistered with a new member, braced, or otherwise supplemented and reinforced.	Upgrading the building structurally in a manner that diminishes the historic character of the exterior or that damages interior features or spaces.
	Replacing a historic structural feature in its entirety or in part when it could be repaired or augmented and retained.



[32] (a-b) The rehabilitation of the 1892 Carson Block Building in Eureka, CA, for its owner, the Northern California Indian Development Council, included recreating the missing corner turret and sensitively introducing seismic reinforcement (c) shown here (opposite page) in a secondary upper floor office space. Photos: Page & Turnbull.



STRUCTURAL SYSTEMS

RECOMMENDED

NOT RECOMMENDED

Installing seismic or structural reinforcement, when necessary, in a manner that minimizes its impact on the historic fabric and character of the building.	
Replacing in kind or with a compatible substitute material large portions or entire features of the structural system that are either extensively damaged or deteriorated or that are missing when there are surviving prototypes, such as cast-iron columns, trusses, or masonry walls. Substitute material must be structurally sufficient, physically compatible with the rest of the system, and, where visible, must have the same form, design, and appearance as the historic feature.	Using substitute material that does not equal the load-bearing capabilities of the historic material; does not convey the same appearance of the historic material, if it is visible; or is physically incompatible. Installing a visible or exposed structural replacement feature that does not match.
Replacing to match any interior features or finishes that may have to be removed to gain access to make structural repairs, and reusing salvageable material.	



STRUCTURAL SYSTEMS

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Alterations and Additions for a New Use

Limiting any new excavations next to historic foundations to avoid undermining the structural stability of the building or adjacent historic buildings. The area next to the building foundation should be investigated first to ascertain potential damage to site features or archeological resources.	Carrying out excavations or regrading land adjacent to a historic building which could cause the historic foundation to settle, shift, or fail, or which could destroy significant archeological resources.
Correcting structural deficiencies needed to accommodate a new use in a manner that preserves the structural system and individual character-defining features.	Making substantial changes to significant interior spaces or damaging or destroying features or finishes that are character defining to correct structural deficiencies.
Designing and installing new mechanical or electrical equipment, when necessary, in a manner that minimizes the number and size of cuts or holes in structural members.	Installing new mechanical or electrical equipment in a manner which reduces the load-bearing capacity of historic structural members.
Inserting a new floor when required for the new use if it does not negatively impact the historic character of the interior space; and if it does not damage the structural system, does not abut window glazing, and is not visible from the exterior of the building.	Inserting a new floor that damages or destroys the structural system or abuts window glazing and is visible from the exterior of the building and, thus, negatively impacts its historic character.
Creating an atrium, light court, or lightwell to provide natural light when required for a new use only when it can be done in a manner that preserves the structural system and the historic character of the building.	Removing structural features to create an atrium, light court, or lightwell if it negatively impacts the historic character of the building.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED	NOT RECOMMENDED
Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building, such as radiators, vents, fans, grilles, and plumbing and lighting fixtures.	Removing or substantially changing visible features of mechanical systems that are important in defining the overall historic character of the building so that, as a result, the character is diminished.
Protecting and maintaining mechanical, plumbing, and electrical systems and their features through cyclical maintenance.	Failing to protect and maintain a functioning mechanical system, plumbing, and electrical systems and their visible features on a cyclical basis so that their deterioration results.
Improving the energy efficiency of existing mechanical systems to help reduce the need for a new system by installing storm windows, insulating attics and crawl spaces, or adding awnings, if appropriate.	
Evaluating the overall condition of mechanical systems to determine whether more than protection and maintenance, such as repairs to mechanical system components, will be necessary.	Failing to undertake adequate measures to ensure the protection of mechanical system components.
Repairing mechanical systems by augmenting or upgrading system components (such as installing new pipes and ducts), rewiring, or adding new compressors or boilers.	Replacing a mechanical system when its components could be upgraded and retained.
Replacing in kind or with a compatible substitute material those extensively deteriorated or missing visible features of mechanical systems when there are surviving prototypes, such as ceiling fans, radiators, grilles, or plumbing fixtures.	Installing a visible replacement feature of a mechanical system, if it is important in defining the historic character of the building, that does not convey the same appearance.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

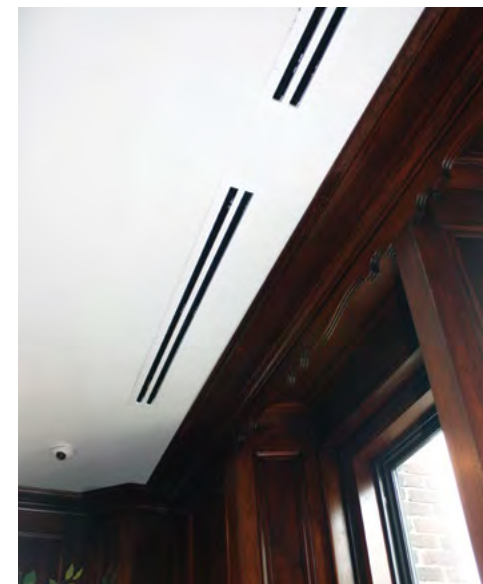
Alterations and Additions for a New Use

Installing a new mechanical system, if required, so that it results in the least alteration possible to the historic building and its character-defining features.	Installing a new mechanical system so that character-defining structural or interior features are radically changed, damaged, or destroyed.
Providing adequate structural support for the new mechanical equipment.	Failing to consider the weight and design of new mechanical equipment so that, as a result, historic structural members or finished surfaces are weakened or cracked.
Installing new mechanical and electrical systems and ducts, pipes, and cables in closets, service areas, and wall cavities to preserve the historic character of the interior space.	Installing systems and ducts, pipes, and cables in walls or ceilings in a manner that results in extensive loss or damage or otherwise obscures historic building materials and character-defining features.
Concealing HVAC ductwork in finished interior spaces, when possible, by installing it in secondary spaces (such as closets, attics, basements, or crawl spaces) or in appropriately-located, furred-down soffits.	Leaving HVAC ductwork exposed in most finished spaces or installing soffits in a location that will negatively impact the historic character of the interior or exterior of the building.
Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features (such as column capitals, pressed-metal or ornamental plaster ceilings, coffers, or beams) that is painted, and appropriately located so that it will have minimal impact on the historic character of the space.	Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features that is not painted, or is located where it will negatively impact the historic character of the space.
Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space when this will not result in extensive loss or damage to historic materials or decorative and other features, and will not change the overall character of the space or the exterior appearance of the building (i.e., lowered ceilings or soffits visible through window glazing).	Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space in a manner that results in extensive loss or damage to historic materials or decorative and other features, and will change the overall character of the space or the exterior appearance of the building.

MECHANICAL SYSTEMS: HEATING, AIR CONDITIONING, ELECTRICAL, AND PLUMBING

RECOMMENDED	NOT RECOMMENDED
Installing appropriately located, exposed ductwork in historically-unfinished interior spaces in industrial or utilitarian buildings.	
Installing a split system mechanical unit in a manner that will have minimal impact on the historic character of the interior and result in minimal loss of historic building material.	Installing a split system mechanical unit without considering its impact on the historic character of the interior or the potential loss of historic building material.
Installing heating or air conditioning window units only when the installation of any other system would result in significant damage or loss of historic materials or features.	
Installing mechanical equipment on the roof, when necessary, so that it is minimally visible to preserve the building's historic character and setting.	Installing mechanical equipment on the roof that is overly large or highly visible and negatively impacts the historic character of the building or setting.
Placing air conditioning compressors in a location on a secondary elevation of the historic building that is not highly visible.	Placing air conditioning compressors where they are highly visible and negatively impact the historic character of the building or setting.

[34] The new ceiling ducts installed during the conversion of this historic office building into apartments are minimal in design and discretely placed above the windows.



INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
<i>Identifying, retaining, and preserving</i> a floor plan or interior spaces, features, and finishes that are important in defining the overall historic character of the building. Significant spatial characteristics include the size, configuration, proportion, and relationship of rooms and corridors; the relationship of features to spaces; and the spaces themselves, such as lobbies, lodge halls, entrance halls, parlors, theaters, auditoriums, gymnasiums, and industrial and commercial interiors. Color, texture, and pattern are important characteristics of features and finishes, which can include such elements as columns, plaster walls and ceilings, flooring, trim, fireplaces and mantels, paneling, light fixtures, hardware, decorative radiators, ornamental grilles and registers, windows, doors, and transoms; plaster, paint, wallpaper and wall coverings, and special finishes, such as marbleizing and graining; and utilitarian (painted or unpainted) features, including wood, metal, or concrete exposed columns, beams, and trusses and exposed load-bearing brick, concrete, and wood walls.	Altering a floor plan, or interior spaces (including individual rooms), features, and finishes, which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Altering the floor plan by demolishing principal walls and partitions for a new use. Altering or destroying significant interior spaces by inserting additional floors or lofts; cutting through floors to create lightwells, light courts, or atriums; lowering ceilings; or adding new walls or removing historic walls. Relocating an interior feature, such as a staircase, so that the circulation pattern and the historic relationship between features and spaces are altered. Installing new material that obscures or damages character-defining interior features or finishes. Removing paint, plaster, or other finishes from historically-finished interior surfaces to create a new appearance (e.g., removing plaster to expose brick walls or a brick chimney breast, stripping paint from wood to stain or varnish it, or removing a plaster ceiling to expose unfinished beams). Applying paint, plaster, or other coatings to surfaces that have been unfinished historically, thereby changing their character. Changing the type of finish or its color, such as painting a historically-varnished wood feature, or removing paint from a historically-painted feature.

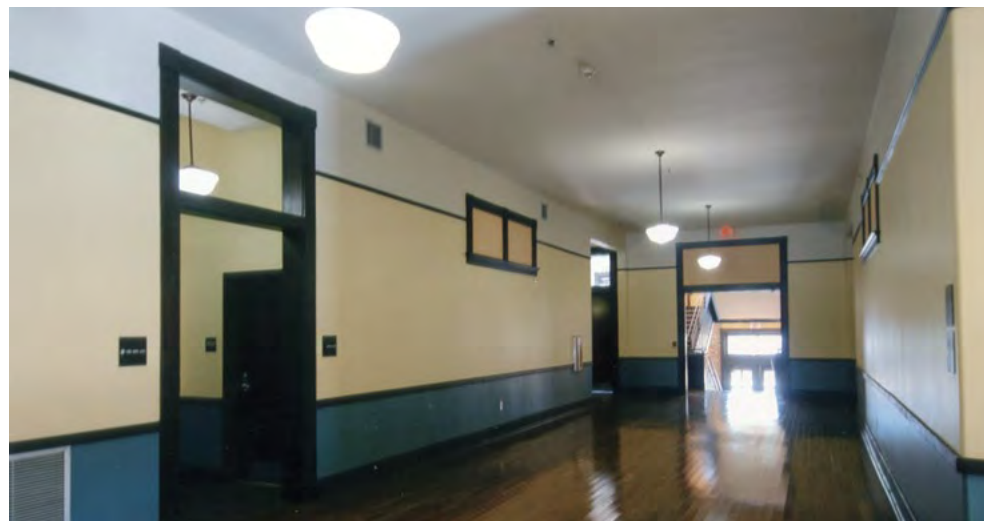
INTERIOR SPACES, FEATURES, AND FINISHES

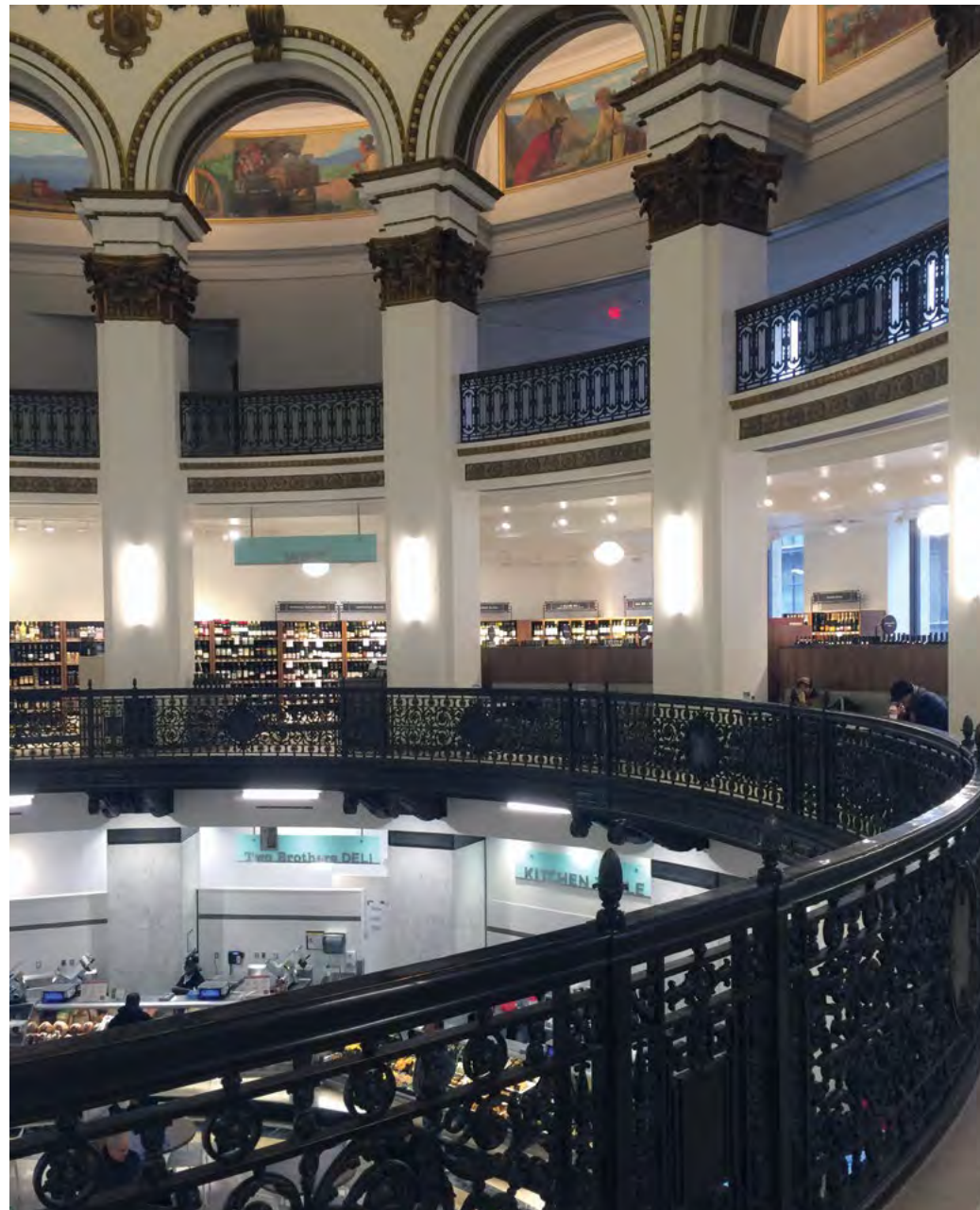
RECOMMENDED

NOT RECOMMENDED

Retaining decorative or other character-defining features or finishes that typify the showroom or interior of a historic store, such as a pressed-metal ceiling, a beaded-board ceiling, or wainscoting.	Removing decorative or other character-defining features or finishes that typify the showroom or interior of a historic store, such as a pressed-metal ceiling, a beaded-board ceiling, or wainscoting.
Protecting and maintaining historic materials (including plaster, masonry, wood, and metals) which comprise interior spaces through appropriate surface treatments, such as cleaning, paint removal, and reapplication of protective coating systems.	Failing to protect and maintain interior materials and finishes on a cyclical basis so that deterioration of interior features results.
Protecting interior features and finishes against arson and vandalism before project work begins by erecting temporary fencing or by covering broken windows and open doorways, while ensuring adequate ventilation, and by installing alarm systems keyed into local protection agencies.	Leaving the building unprotected and subject to vandalism before work begins, thereby allowing the interior to be damaged if it can be accessed through unprotected entrances.
Protecting interior features (such as a staircase, mantel, flooring, or decorative finishes) from damage during project work by covering them with plywood, heavy canvas, or plastic sheeting.	Failing to protect interior features and finishes when working on the interior.

[35] (a) Although deteriorated, the historic school corridor, shown on the left, with its character-defining features, including doors and transoms, was retained and repaired as part of the rehabilitation project (b).





[36] The elaborate features and finishes of this historic banking hall in the Union Trust Company Building, in Cleveland, OH, were retained and repaired as part of its conversion into a food market.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Removing damaged or deteriorated paint and finishes only to the next sound layer using the gentlest method possible prior to repainting or refinishing using compatible paint or other coating systems.	Using potentially damaging methods, such as open-flame torches or abrasive techniques, to remove paint or other coatings. Removing paint that is firmly adhered to interior surfaces.
Using abrasive cleaning methods only on the interior of industrial or warehouse buildings with utilitarian, unplastered masonry walls and where wood features are not finished, molded, beaded, or worked by hand. Low-pressure abrasive cleaning (e.g., sand-blasting or other media blasting) should only be considered if test patches show no surface damage and after gentler methods have proven ineffective.	Using abrasive methods anywhere but utilitarian and industrial interior spaces or when there are other methods that are less likely to damage the surface of the material.
Evaluating the overall condition of the interior materials, features, and finishes to determine whether more than protection and maintenance, such as repairs to features and finishes, will be necessary.	Failing to undertake adequate measures to ensure the protection of interior materials, features, and finishes.
Repairing interior features and finishes by patching, splicing, consolidating, or otherwise reinforcing the materials using recognized preservation methods. Repairs may include the limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of interior features when there are surviving prototypes, such as stairs, balustrades, wood paneling, columns, decorative wall finishes, and ornamental pressed-metal or plaster ceilings. Repairs should be physically and visually compatible.	Removing materials that could be repaired or using improper repair techniques. Replacing an entire interior feature (such as a staircase, mantel, or door surround) or a finish (such as a plaster) when repair of materials and limited replacement of deteriorated or missing components are feasible.



[37] Exposed and painted ducts were appropriately installed here in a retail space in Denver's historic Union Station after considering other options that would have impacted the ceiling height, or damaged or obscured the ornamental plaster crown molding. *Photo: Heritage Consulting Group.*

[38] The rehabilitation project retained the industrial character of this historic factory building, which included installation of a fire-rated, clear glass enclosure that allows the stairway, an important interior feature, to remain visible.



[39] Leaving the ceiling structure exposed and installing exposed ductwork where it does not impact the windows, are appropriate treatments when rehabilitating an industrial building for another use.



INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED

NOT RECOMMENDED

Replacing in kind an entire interior feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. Examples could include wainscoting, window and door surrounds, or stairs. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

Removing a character-defining interior feature that is unrepairable and not replacing it, or replacing it with a new feature or finish that does not match the historic feature.

Using a substitute material for the replacement that does not convey the same appearance of the interior feature or that is physically incompatible.

Using a substitute material for the replacement that does not convey the same appearance of the interior feature or that is physically incompatible.

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new interior feature or finish when the historic feature or finish is completely missing. This could include missing walls, stairs, mantels, wood trim, and plaster, or even entire rooms if the historic spaces, features, and finishes are missing or have been destroyed by inappropriate alterations. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature or finish to be replaced coexisted with the features currently in the building. Or, it may be a new design that is compatible with the size, scale, material, and color of the historic building.

Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation; is not a compatible design; or because the feature did not coexist with the feature currently on the building.

Introducing a new interior feature or finish that is incompatible in size, scale, material, color, and finish.

Alterations and Additions for a New Use

Installing new or additional systems required for a new use for the building, such as bathrooms and mechanical equipment, in secondary spaces to preserve the historic character of the most significant interior spaces.

Subdividing primary spaces, lowering ceilings, or damaging or obscuring character-defining features (such as fireplaces, windows, or stairways) to accommodate a new use for the building.

INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Installing new mechanical and electrical systems and ducts, pipes, and cables in closets, service areas, and wall cavities to preserve the historic character of interior spaces, features, and finishes.	Installing ducts, pipes, and cables where they will obscure character-defining features or negatively impact the historic character of the interior.
Creating open work areas, when required by the new use, by selectively removing walls only in secondary spaces, less significant upper floors, or other less-visible locations to preserve primary public spaces and circulation systems.	
Retaining the configuration of corridors, particularly in buildings with multiple floors with repetitive plans (such as office and apartment buildings or hotels), where not only the floor plan is character defining, but also the width and the length of the corridor, doorways, transoms, trim, and other features, such as wainscoting and glazing.	Making extensive changes to the character of significant historic corridors by narrowing or radically shortening them, or removing their character-defining features.
Reusing decorative material or features that had to be removed as part of the rehabilitation work (including baseboards, door casing, paneled doors, and wainscoting) and reusing them in areas where these features are missing or are too deteriorated to repair.	Discarding historic material when it can be reused to replace missing or damaged features elsewhere in the building, or reusing material in a manner that may convey a false sense of history.
Installing permanent partitions in secondary, rather than primary, spaces whenever feasible. Removable partitions or partial-height walls that do not destroy the sense of space often may be installed in large character-defining spaces when required by a new use.	Installing partitions that abut windows and glazing or that damage or obscure character-defining spaces, features, or finishes.
Enclosing a character-defining interior stairway, when required by code, with fire-rated glass walls or large, hold-open doors so that the stairway remains visible and its historic character is retained.	Enclosing a character-defining interior stairway for safety or functional reasons in a manner that conceals it or destroys its character.
Locating new, code-required stairways or elevators in secondary and service areas of the historic building.	Making incompatible changes or damaging or destroying character-defining spaces, features, or finishes when adding new code-required stairways and elevators.



[41] **Not Recommended:**
Leaving fragments of deteriorated or "sculpted" plaster is not a compatible treatment for either finished or unfinished interior spaces.

[40] **Not Recommended:**
Removing a finished ceiling and leaving the structure exposed in a historic retail space does not meet the Standards for Rehabilitation.



INTERIOR SPACES, FEATURES, AND FINISHES

RECOMMENDED	NOT RECOMMENDED
Creating an atrium, light court, or lightwell to provide natural light when required for a new use only when it can be done in a manner that preserves significant interior spaces, features, and finishes or important exterior elevations.	Destroying or damaging character-defining interior spaces, features, or finishes, or damaging the structural system to create an atrium, light court, or lightwell.
Inserting a new floor, mezzanine, or loft when required for a new use if it does not damage or destroy significant interior features and finishes and is not visible from the exterior of the building.	Inserting a new floor, mezzanine, or loft that damages or destroys significant interior features or abuts window glazing and is visible from the exterior of the building, and, thus, negatively impacts its historic character.
Inserting a new floor, when necessary for a new use, only in large assembly spaces that are secondary to another assembly space in the building; in a space that has been greatly altered; or where character-defining features have been lost or are too deteriorated to repair.	Inserting a new floor in significant, large assembly spaces with distinctive features and finishes, which negatively impacts their historic character.
Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features (such as column capitals, ornamental plaster or pressed-metal ceilings, coffers, or beams) that is designed, painted, and appropriately located so that it will have minimal impact on the historic character of the space.	Installing exposed ductwork in a finished space when necessary to protect and preserve decorative or other features that is not painted, or is located where it will negatively impact the historic character of the space.
Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space when they will not result in extensive loss or damage to historic materials or decorative and other features, and will not change the overall character of the space or the exterior appearance of the building (i.e., lowered ceilings or soffits visible through window glazing).	Lowering ceilings, installing a dropped ceiling, or constructing soffits to conceal ductwork in a finished space in a manner that results in extensive loss or damage to historic materials or decorative and other features, and will change the overall character of the space or the exterior appearance of the building.
Installing a split system mechanical unit in a manner that will have minimal impact on the historic character of the interior and will result in minimal loss of historic building material.	Installing a split system mechanical unit without considering its impact on the historic character of the interior or the potential loss of historic building material.

BUILDING SITE

RECOMMENDED

Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.

NOT RECOMMENDED

Removing or substantially 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.



[42] This garden is an important character-defining landscape feature on this college campus.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Retaining the historic relationship between buildings and the landscape.	Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape. Removing or relocating buildings on a site or in a complex of related historic structures (such as a mill complex or farm), thereby diminishing the historic character of the site or complex. Moving buildings onto the site, thereby creating an inaccurate historic appearance. Changing the grade level of the site if it diminishes its historic character. For example, lowering the grade adjacent to a building to maximize use of a basement, which would change the historic appearance of the building and its relation to the site.
<i>Protecting and maintaining</i> buildings and site features by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape.	Failing to ensure that site drainage is adequate so that buildings and site features are damaged or destroyed; or, alternatively, changing the site grading so that water does not drain properly.
Correcting any existing irrigation that may be wetting the building excessively.	Neglecting to correct any existing irrigation that may be wetting the building excessively.
Minimizing disturbance of the terrain around buildings or elsewhere on the site, thereby reducing the possibility of destroying or damaging important landscape features, archeological resources, other cultural or religious features, or burial grounds.	Using heavy machinery or equipment in areas where it may disturb or damage important landscape features, archeological resources, other cultural or religious features, or burial grounds.
Surveying and documenting areas where the terrain will be altered to determine the potential impact to important landscape features, archeological resources, other cultural or religious features, or burial grounds.	Failing to survey the building site prior to beginning work, which may result in damage or loss of important landscape features, archeological resources, other cultural or religious features, or burial grounds.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Protecting (e.g., preserving in place) important site features, archeological resources, other cultural or religious features, or burial grounds.	Leaving known site features or archeological material unprotected so that it is damaged during rehabilitation work.
Planning and carrying out any necessary investigation before rehabilitation begins, using professional archeologists and methods, when preservation in place is not feasible.	Allowing unqualified personnel to perform data recovery on archeological resources, which can result in damage or loss of important archeological material
Preserving important landscape features through regularly-scheduled maintenance of historic plant material.	Allowing important landscape features or archeological resources to be lost, damaged, or to deteriorate due to inadequate protection or lack of maintenance
Protecting the building site and landscape features against arson and vandalism before rehabilitation work begins by erecting temporary fencing and by installing alarm systems keyed into local protection agencies.	Leaving the property unprotected and subject to vandalism before work begins so that the building site and landscape features, archeological resources, other cultural or religious features, or burial grounds can be damaged or destroyed. Removing or destroying features from the site, such as fencing, paths or walkways, masonry balustrades, or plant material.
Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, that are as unobtrusive as possible.	Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the site.
Providing continued protection and maintenance of buildings and landscape features on the site through appropriate grounds and landscape management.	Failing to protect and maintain materials and features from the restoration period on a cyclical basis so that deterioration of the site results.
Protecting buildings and landscape features when working on the site.	Failing to protect building and landscape features during work on the site or failing to repair damaged or deteriorated site features.

BUILDING SITE

RECOMMENDED	NOT RECOMMENDED
Evaluating the overall condition of materials and features to determine whether more than protection and maintenance, such as repairs to site features, will be necessary.	Failing to undertake adequate measures to ensure the protection of the site.
Repairing historic site features which have been damaged, are deteriorated, or have missing components order reestablish the whole feature and to ensure retention of the integrity of the historic materials. Repairs may include limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of site features when there are surviving prototypes, such as paving, railings, or individual plants within a group (e.g., a hedge). Repairs should be physically and visually compatible.	Removing materials and features that could be repaired or using improper repair techniques. Replacing an entire feature of the site (such as a fence, walkway, or drive) when repair of materials and limited replacement of deteriorated or missing components are feasible.



[43] The industrial character of the site was retained when this brewery complex was rehabilitated for residential use.



[44] **Not Recommended:** (a-b) The historic character of this plantation house (marked in blue on plan on opposite page) and its site was diminished and adversely impacted when multiple new buildings like this (#3 on plan) were constructed on the property (c).

BUILDING SITE

RECOMMENDED

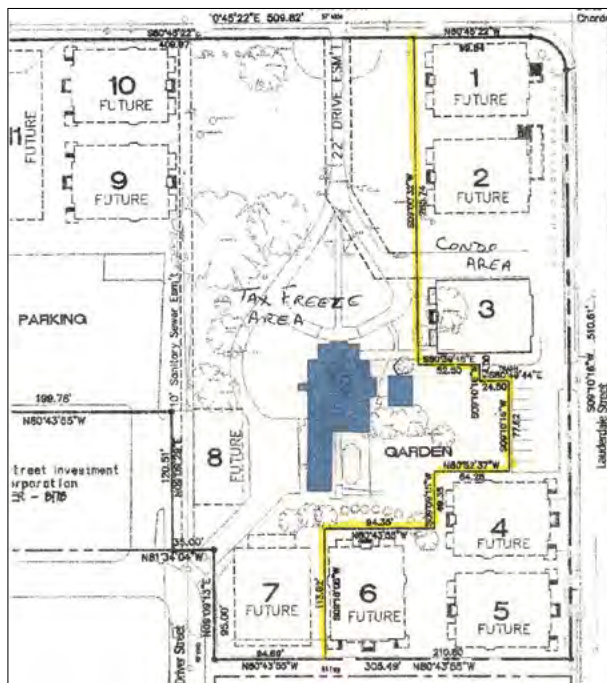
Replacing in kind an entire feature of the site that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. Examples could include a walkway or a fountain, a land form, or plant material. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

NOT RECOMMENDED

Removing a character-defining feature of the site that is unrepairable and not replacing it, or replacing it with a new feature that does not match.

Using a substitute material for the replacement that does not convey the same appearance of the surviving site feature or that is physically or ecologically incompatible.

Adding conjectural landscape features to the site (such as period reproduction light fixtures, fences, fountains, or vegetation) that are historically inappropriate, thereby creating an inaccurate appearance of the site.



BUILDING SITE

RECOMMENDED

NOT RECOMMENDED

The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.

Designing the Replacement for Missing Historic Features

Designing and installing a new feature on a site when the historic feature is completely missing. This could include missing outbuildings, terraces, drives, foundation plantings, specimen trees, and gardens. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature to be replaced coexisted with the features currently on the site. Or, it may be a new design that is compatible with the historic character of the building and site.

Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature did not coexist with the features currently on the site.

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

Alterations and Additions for a New Use

Designing new onsite features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationship between the building or buildings and the landscape, and are compatible with the historic character of the property.

Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the building site if landscape features and plant materials are removed.

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

Introducing new construction on the building site which is visually incompatible in terms of size, scale, design, material, or color, which destroys historic relationships on the site, or which damages or destroys important landscape features, such as replacing a lawn with paved parking areas or removing mature trees to widen a driveway.

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

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.

Locating an irrigation system needed for a new or continuing use of the site where it will not cause damage to historic buildings.

Locating an irrigation system needed for a new or continuing use of the site where it will damage historic buildings.



[45] Undertaking a survey to document archeological resources may be considered in some rehabilitation projects when a new exterior addition is planned.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED

Identifying, retaining, and preserving building and landscape features that are important in defining the overall historic character of the setting. Such features can include circulation systems, such as roads and streets; furnishings and fixtures, such as light posts or benches; vegetation, gardens and yards; adjacent open space, such as fields, parks, commons, or woodlands; and important views or visual relationships.

NOT RECOMMENDED

Removing or substantially changing those building and landscape features in the setting which are important in defining the historic character so that, as a result, the character is diminished.



[46] The varied size, shapes, and architectural styles of these historic buildings are unique to this street in Christiansted, St. Croix, USVI, and should be retained in a rehabilitation project.

[47] Original paving stones contribute to the character of the historic setting and distinguish this block from other streets in the district.





[48] Old police and fire call boxes, which are distinctive features in this historic district, have been retained, and now showcase work by local artists.

[49] Low stone walls are character-defining features in this hilly, early-20th-century residential neighborhood.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
Retaining the historic relationship between buildings and landscape features in the setting. For example, preserving the relationship between a town common or urban plaza and the adjacent houses, municipal buildings, roads, and landscape and streetscape features.	Altering the relationship between the buildings and landscape features in the setting by widening existing streets, changing landscape materials, or locating new streets or parking areas where they may negatively impact the historic character of the setting. Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape in the setting.



SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
Protecting and maintaining historic features in the setting through regularly-scheduled maintenance and grounds and landscape management.	Failing to protect and maintain materials in the setting on a cyclical basis so that deterioration of buildings and landscape features results. Stripping or removing historic features from buildings or the setting, such as a porch, fencing, walkways, or plant material.
Installing protective fencing, bollards, and stanchions in the setting, when necessary for security, that are as unobtrusive as possible.	Installing protective fencing, bollards, and stanchions in the setting, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the setting.
Protecting buildings and landscape features when undertaking work in the setting.	Failing to protect buildings and landscape features during work in the setting.
Evaluating the overall condition of materials and features to determine whether more than protection and maintenance, such as repairs to materials and features in the setting, will be necessary.	Failing to undertake adequate measures to ensure the protection of materials and features in the setting.
Repairing features in the setting by reinforcing the historic materials. Repairs may include the replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of setting features when there are surviving prototypes, such as fencing, paving materials, trees, and hedgerows. Repairs should be physically and visually compatible.	Failing to repair and reinforce damaged or deteriorated historic materials and features in the setting. Removing material that could be repaired or using improper repair techniques. Replacing an entire feature of the building or landscape in the setting when repair of materials and limited replacement of deteriorated or missing components are feasible.

SETTING (DISTRICT / NEIGHBORHOOD)

RECOMMENDED	NOT RECOMMENDED
Replacing in kind an entire building or landscape feature in the setting that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a character-defining feature of the building or landscape from the setting that is unrepairable and not replacing it or replacing it with a new feature that does not match. Using a substitute material for the replacement that does not convey the same appearance of the surviving building or landscape feature in the setting or that is physically or ecologically incompatible.
<i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i>	
Designing the Replacement for Missing Historic Features	
Designing and installing a new feature of the building or landscape in the setting when the historic feature is completely missing. This could include missing steps, streetlights, terraces, trees, and fences. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature to be replaced coexisted with the features currently in the setting. Or, it may be a new design that is compatible with the historic character of the setting.	Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation; is not a compatible design, or because the feature did not coexist with the features currently in the setting. Introducing a new building or landscape feature that is visually or otherwise incompatible with the setting's historic character (e.g., replacing low metal fencing with a high wood fence).
Alterations and Additions for a New Use	
Designing new features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationships between buildings and the landscape in the setting, and are compatible with the historic character of the setting.	Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the setting if landscape features and plant materials are removed.
Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the setting that preserve the historic relationship between the buildings and the landscape.	Introducing new construction into historic districts which is visually incompatible or that destroys historic relationships within the setting, or which damages or destroys important landscape features.
Removing non-significant buildings, additions, or landscape features which detract from the historic character of the setting.	Removing a historic building, a building feature, or landscape feature which is important in defining the historic character of the setting.

CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

*Sensitive solutions to meeting accessibility and life-safety code requirements are an important part of protecting the historic character of the building and site. Thus, work that must be done to meet use-specific code requirements should be considered early in planning a **Rehabilitation** of a historic building for a new use. Because code mandates are directly related to occupancy, some uses require less change than others and, thus, may be more appropriate for a historic building. Early coordination with code enforcement authorities can reduce the impact of alterations necessary to comply with current codes.*

ACCESSIBILITY

Identifying the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting which may be affected by accessibility code-required work.

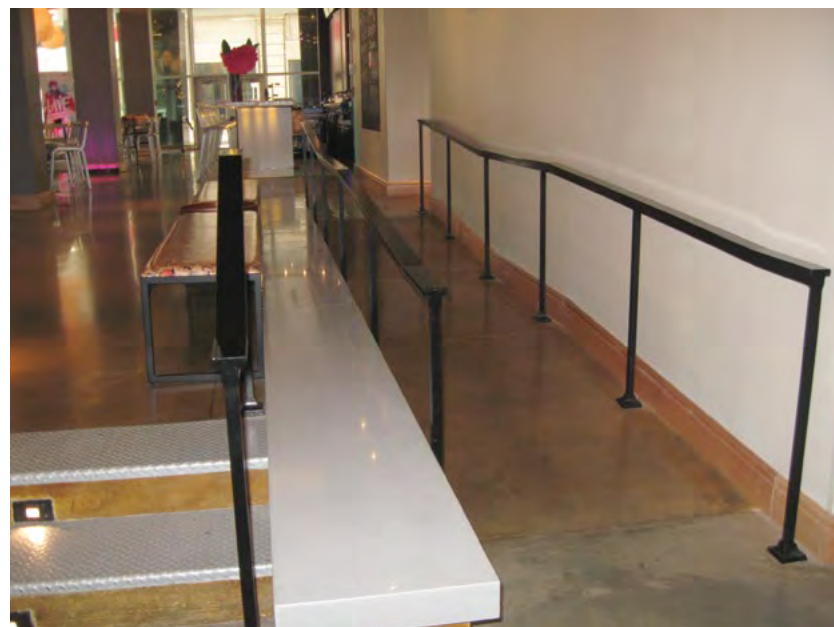
Undertaking accessibility code-required alterations before identifying those exterior features, interior spaces, features, and finishes, and features of the site and setting which are character defining and, therefore, must be preserved.

Complying with barrier-free access requirements in such a manner that the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting are preserved or impacted as little as possible.

Altering, damaging, or destroying character-defining exterior features, interior spaces, features, and finishes, or features of the site and setting while making modifications to a building, its site, or setting to comply with accessibility requirements.

[50] This kitchen in a historic apartment complex was rehabilitated to meet accessibility requirements.

[51] A new interior access ramp with a simple metal railing is compatible with the character of this mid-century-modern building.



CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

Working with specialists in accessibility and historic preservation to determine the most sensitive solutions to comply with access requirements in a historic building, its site, or setting.	Making changes to historic buildings, their sites, or setting without first consulting with specialists in accessibility and historic preservation to determine the most appropriate solutions to comply with accessibility requirements.
Providing barrier-free access that promotes independence for the user while preserving significant historic features.	Making modifications for accessibility that do not provide independent, safe access while preserving historic features.
Finding solutions to meet accessibility requirements that minimize the impact of any necessary alteration on the historic building, its site, and setting, such as compatible ramps, paths, and lifts.	Making modifications for accessibility without considering the impact on the historic building, its site, and setting.

[52] The access ramp blends in with the stone façade of the First National Bank in Stephenville, TX, and is appropriately located on the side where it is does not impact the historic character of the building. Photo: Nancy McCoy, QuimbyMcCoy Preservation Architecture, LLP.



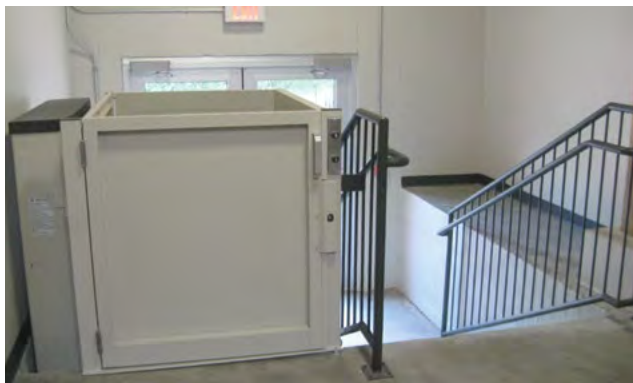
[53] This entrance ramp (right) is compatible with the historic character of this commercial building.



[54] The gently-sloped path in a historic park in Kansas City, MO, which accesses the memorial below, includes a rest area part way up the hill. Photo: STRATA Architecture + Preservation.

CODE-REQUIRED WORK

RECOMMENDED	NOT RECOMMENDED
Using relevant sections of existing codes regarding accessibility for historic buildings that provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the property.	
Minimizing the impact of accessibility ramps by installing them on secondary elevations when it does not compromise accessibility or by screening them with plantings.	Installing elevators, lifts, or incompatible ramps at a primary entrance, or relocating primary entrances to secondary locations to provide access without investigating other options or locations.
Adding a gradual slope or grade to the sidewalk, if appropriate, to access the entrance rather than installing a ramp that would be more intrusive to the historic character of the building and the district.	
Adding an exterior stair or elevator tower that is compatible with the historic character of the building in a minimally-visible location only when it is not possible to accommodate it on the interior without resulting in the loss of significant historic spaces, features, or finishes.	
Installing a lift as inconspicuously as possible when it is necessary to locate it on a primary elevation of the historic building.	
Installing lifts or elevators on the interior in secondary or less significant spaces where feasible.	Installing lifts or elevators on the interior in primary spaces which will negatively impact the historic character of the space.



[55] The lift is compatible with the industrial character of this former warehouse.

CODE-REQUIRED WORK

RECOMMENDED

NOT RECOMMENDED

LIFE SAFETY

Identifying the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting which may be affected by life-safety code-required work.

Undertaking life-safety code-required alterations before identifying those exterior features, interior spaces, features, and finishes, and features of the site and setting which are character defining and, therefore, must be preserved.

Complying with life-safety codes (including requirements for impact-resistant glazing, security, and seismic retrofit) in such a manner that the historic building's character-defining exterior features, interior spaces, features, and finishes, and features of the site and setting are preserved or impacted as little as possible.

Altering, damaging, or destroying character-defining exterior features, interior spaces, features, and finishes, or features of the site and setting while making modifications to a building, its site, or setting to comply with life-safety code requirements.

Removing building materials only after testing has been conducted to identify hazardous materials, and using only the least damaging abatement methods.

Removing building materials without testing first to identify the hazardous materials, or using potentially damaging methods of abatement.

Providing workers with appropriate personal equipment for protection from hazards on the worksite.

Removing hazardous or toxic materials without regard for workers' health and safety or environmentally-sensitive disposal of the materials.

Working with code officials and historic preservation specialists to investigate systems, methods, or devices to make the building compliant with life-safety codes to ensure that necessary alterations will be compatible with the historic character of the building.

Making life-safety code-required changes to the building without consulting code officials and historic preservation specialists, with the result that alterations negatively impact the historic character of the building.

Using relevant sections of existing codes regarding life safety for historic buildings that provide alternative means of code compliance when code-required work would otherwise negatively impact the historic character of the building.

[56 a-b] In order to continue in its historic use, the door openings of this 1916 Colonial Revival-style fire station had to be widened to accommodate the larger size of modern fire trucks. Although this resulted in some change to the arched door surrounds, it is minimal and does not negatively impact the historic character of the building. (a) Above, before; Photo: Fire and Emergency Medical Services Department (FEMS), Washington, D.C.; below, after.





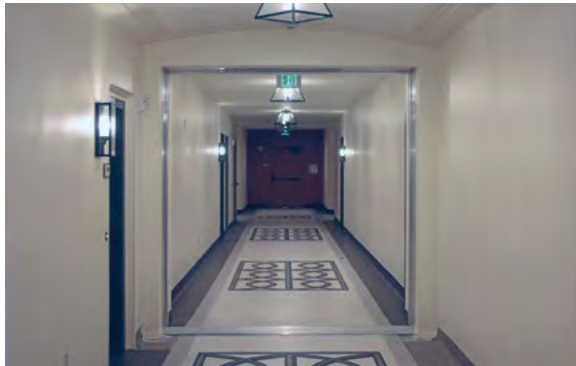
[57] Workers wear protective clothing while removing lead paint from metal features.



[59] (a-b) The decorative concrete balcony railings on this 1960s building did not meet life-safety code requirements. They were replaced with new glass railings with a fritted glass pattern matching the original design—a creative solution that satisfies codes, while preserving the historic appearance of the building when viewed from the street (c-d). Photos: (a, b, d) ERA Architects, Inc.; (c) Nathan Cyprys, photographer.

CODE-REQUIRED WORK

RECOMMENDED	NOT RECOMMENDED
Upgrading historic stairways and elevators to meet life-safety codes so that they are not damaged or otherwise negatively impacted.	Damaging or making inappropriate alterations to historic stairways and elevators or to adjacent features, spaces, or finishes in the process of doing work to meet code requirements.
Installing sensitively-designed fire-suppression systems, such as sprinklers, so that historic features and finishes are preserved.	Covering character-defining wood features with fire-retardant sheathing, which results in altering their appearance.
Applying fire-retardant coatings when appropriate, such as intumescent paint, to protect steel structural systems.	Using fire-retardant coatings if they will damage or obscure character-defining features.
Adding a new stairway or elevator to meet life-safety code requirements in a manner that preserves adjacent character-defining features and spaces.	Altering, damaging, or destroying character-defining spaces, features, or finishes when adding a new code-required stairway or elevator.
Using existing openings on secondary or less-visible elevations or, if necessary, creating new openings on secondary or less-visible elevations to accommodate second egress requirements.	Using a primary or other highly-visible elevation to accommodate second egress requirements without investigating other options or locations.
Placing a code-required stairway or elevator that cannot be accommodated within the historic building in a new exterior addition located on a secondary or minimally-visible elevation.	Constructing a new addition to accommodate code-required stairs or an elevator on character-defining elevations or where it will obscure, damage, or destroy character-defining features of the building, its site, or setting.
Designing a new exterior stairway or elevator tower addition that is compatible with the historic character of the building.	



[58] Fire doors that retract into the walls have been installed here (not visible in photo) preserve the historic character of this corridor.

RESILIENCE TO NATURAL HAZARDS

RECOMMENDED

NOT RECOMMENDED

Resilience to natural hazards should be addressed as part of the treatment Rehabilitation. A historic building may have existing characteristics or features that help address or minimize the impacts of natural hazards. These should be used to best advantage and should be taken into consideration early in the planning stages of a rehabilitation project before proposing any new treatments. When new adaptive treatments are needed they should be carried out in a manner that will have the least impact on the historic character of the building, its site, and setting. .

Identifying the vulnerabilities of the historic property to the impacts of natural hazards (such as wildfires, hurricanes, or tornadoes) using the most current climate information and data available.	Failing to identify and periodically reevaluate the potential vulnerability of the building, its site, and setting to the impacts of natural hazards.
Assessing the potential impacts of known vulnerabilities on character-defining features of the building, its site, and setting; and reevaluating and reassessing potential impacts on a regular basis.	
Documenting the property and character-defining features as a record and guide for future repair work, should it be necessary, and storing the documentation in a weatherproof location.	Failing to document the historic property and its character-defining features with the result that such information is not available in the future to guide repair or reconstruction work, should it be necessary.
Ensuring that historic resources inventories and maps are accurate, up to date, and accessible in times of emergency.	
Maintaining the building, its site, and setting in good repair, and regularly monitoring character-defining features.	Failing to regularly monitor and maintain the property and the building systems in good repair.
Using and maintaining existing characteristics and features of the historic building, its site, setting, and larger environment (such as shutters for storm protection or a site wall that keeps out flood waters) that may help to avoid or minimize the impacts of natural hazards	Allowing loss, damage, or destruction to occur to the historic building, its site, or setting by failing to evaluate potential future impacts of natural hazards or to plan and implement adaptive measures, if necessary to address possible threats.
Undertaking work to prevent or minimize the loss, damage, or destruction of the historic property while retaining and preserving significant features and the overall historic character of the building, its site, and setting.	Carrying out adaptive measures intended to address the impacts of natural hazards that are unnecessarily invasive or will otherwise adversely impact the historic character of the building, its site, or setting.



[60] In some instances, it may be necessary to elevate a historic building located in a floodplain to protect it. But this treatment is appropriate only if elevating the building will retain its historic character, including its relationship to the site, and its new height will be compatible with surrounding buildings if in a historic district. The house on the right, which has been raised only slightly, has retained its historic character. The house on the left has been raised several feet higher, resulting in a greater impact on the historic character of the house and the district.

RESILIENCE TO NATURAL HAZARDS

RECOMMENDED	NOT RECOMMENDED
Ensuring that, when planning work to adapt for natural hazards, all feasible alternatives are considered, and that the options requiring the least alteration are considered first.	
Implementing local and regional traditions (such as elevating residential buildings at risk of flooding or reducing flammable vegetation around structures in fire-prone areas) for adapting buildings and sites in response to specific natural hazards, when appropriate. Such traditional methods may be appropriate if they are compatible with the historic character of the building, its site, and setting.	Implementing a treatment traditionally used in another region or one typically used for a different property type or architectural style which is not compatible with the historic character of the property.
Using special exemptions and variances when adaptive treatments to protect buildings from known hazards would otherwise negatively impact the historic character of the building, its site, and setting.	
Considering adaptive options, whenever possible, that would protect multiple historic resources, if the treatment can be implemented without negatively impacting the historic character of the district, or archeological resources, other cultural or religious features, or burial grounds.	

Sustainability

Sustainability is usually a very important and integral part of the treatment **Rehabilitation**. Existing energy-efficient features should be taken into consideration early in the planning stages of a rehabilitation project before proposing any energy improvements. There are numerous treatments that may be used to upgrade a historic building to help it operate more efficiently while retaining its character.

The topic of sustainability is addressed in detail in **The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings**.

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
New Additions	
Placing functions and services required for a new use (including elevators and stairways) in secondary or non-character-defining interior spaces of the historic building rather than constructing a new addition.	Expanding the size of the historic building by constructing a new addition when requirements for the new use could be met by altering non-character-defining interior spaces.
Constructing a new addition on a secondary or non-character-defining elevation and limiting its size and scale in relationship to the historic building.	Constructing a new addition on or adjacent to a primary elevation of the building which negatively impacts the building's historic character.
Constructing a new addition that results in the least possible loss of historic materials so that character-defining features are not obscured, damaged, or destroyed.	Attaching a new addition in a manner that obscures, damages, or destroys character-defining features of the historic building.
Designing a new addition that is compatible with the historic building.	Designing a new addition that is significantly different and, thus, incompatible with the historic building.
Ensuring that the addition is subordinate and secondary to the historic building and is compatible in massing, scale, materials, relationship of solids to voids, and color.	Constructing a new addition that is as large as or larger than the historic building, which visually overwhelms it (i.e., results in the diminution or loss of its historic character).

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED

NOT RECOMMENDED

Using the same forms, materials, and color range of the historic building in a manner that does not duplicate it, but distinguishes the addition from the original building.	Duplicating the exact form, material, style, and detailing of the historic building in a new addition so that the new work appears to be historic.
Basing the alignment, rhythm, and size of the window and door openings of the new addition on those of the historic building.	
Incorporating a simple, recessed, small-scale hyphen, or connection, to physically and visually separate the addition from the historic building.	
Distinguishing the addition from the original building by setting it back from the wall plane of the historic building.	

[61 a-b] The materials, design, and location at the back of the historic house are important factors in making this a compatible new addition. Photos: © Maxwell MacKenzie.



NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND
RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
Ensuring that the addition is stylistically appropriate for the historic building type (e.g., whether it is residential or institutional).	
Considering the design for a new addition in terms of its relationship to the historic building as well as the historic district, neighborhood, and setting.	



[62] The stair tower at the rear of this commercial building is a compatible new addition.

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED

NOT RECOMMENDED

Rooftop Additions

Designing a compatible rooftop addition for a multi-story building, when required for a new use, that is set back at least one full bay from the primary and other highly-visible elevations and that is inconspicuous when viewed from surrounding streets.

Constructing a rooftop addition that is highly visible, which negatively impacts the character of the historic building, its site, setting, or district.

[63] (a) A mockup should be erected to demonstrate the visibility of a proposed rooftop addition and its potential impact on the historic building. Based on review of this mockup (orange marker), it was determined that the rooftop addition would meet the Standards (b). The addition is unobtrusive and blends in with the building behind it.



NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND
RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
Limiting a rooftop addition to one story in height to minimize its visibility and its impact on the historic character of the building.	Constructing a highly-visible, multi-story rooftop addition that alters the building's historic character. Constructing a rooftop addition on low-rise, one- to three-story historic buildings that is highly visible, overwhelms the building, and negatively impacts the historic district. Constructing a rooftop addition with amenities (such as a raised pool deck with plantings, HVAC equipment, or screening) that is highly visible and negatively impacts the historic character of the building.



[64] **Not Recommended:**
It is generally not appropriate to construct a rooftop addition on a low-rise, two- to three-story building such as this, because it negatively affects its historic character.

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED

NOT RECOMMENDED

Related New Construction

Adding a new building to a historic site or property only if the requirements for a new or continuing use cannot be accommodated within the existing structure or structures.

Locating new construction far enough away from the historic building, when possible, where it will be minimally visible and will not negatively affect the building's character, the site, or setting.

Adding a new building to a historic site or property when the project requirements could be accommodated within the existing structure or structures.

Placing new construction too close to the historic building so that it negatively impacts the building's character, the site, or setting.

[65] (a) This (far left) is a compatible new outbuilding constructed on the site of a historic plantation house (b). Although traditional in design, it is built of wood to differentiate it from the historic house (which is scored stucco) located at the back of the site so as not to impact the historic house, and minimally visible from the public right-of-way (c).



new addition

NEW EXTERIOR ADDITIONS TO HISTORIC BUILDINGS AND RELATED NEW CONSTRUCTION

RECOMMENDED	NOT RECOMMENDED
Designing new construction on a historic site or in a historic setting that it is compatible but differentiated from the historic building or buildings.	Replicating the features of the historic building when designing a new building, with the result that it may be confused as historic or original to the site or setting.
Considering the design for related new construction in terms of its relationship to the historic building as well as the historic district and setting.	
Ensuring that new construction is secondary to the historic building and does not detract from its significance.	Adding new construction that results in the diminution or loss of the historic character of the building, including its design, materials, location, or setting. Constructing a new building on a historic property or on an adjacent site that is much larger than the historic building. Designing new buildings or groups of buildings to meet a new use that are not compatible in scale or design with the character of the historic building and the site, such as apartments on a historic school property that are too residential in appearance.
Using site features or land formations, such as trees or sloping terrain, to help minimize the new construction and its impact on the historic building and property.	
Designing an addition to a historic building in a densely-built location (such as a downtown commercial district) to appear as a separate building or infill, rather than as an addition. In such a setting, the addition or the infill structure must be compatible with the size and scale of the historic building and surrounding buildings—usually the front elevation of the new building should be in the same plane (i.e., not set back from the historic building). This approach may also provide the opportunity for a larger addition or infill when the façade can be broken up into smaller elements that are consistent with the scale of the historic building and surrounding buildings.	

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION &

ILLUSTRATED GUIDELINES ON **SUSTAINABILITY** FOR REHABILITATING HISTORIC BUILDINGS



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

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION &

ILLUSTRATED GUIDELINES ON SUSTAINABILITY FOR REHABILITATING HISTORIC BUILDINGS

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

The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings was produced by Anne E. Grimmer and Kay D. Weeks, first published in 1992 and reprinted in 1997. The *Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*, which are presented in the same format, replace the chapter on “Energy Conservation” in the 1992 publication. They have been developed with the guidance and support of numerous public agencies, professional organizations and individuals.

All photographs and drawings included here not individually credited have been selected from National Park Service files.



Foreword

The *Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings* replaces the chapter on “Energy Conservation” in the *Illustrated Guidelines for Rehabilitating Historic Buildings* published in 1992. (This same guidance is presented in the chapter entitled “Energy Retrofitting” in the unillustrated *Guidelines for Rehabilitating Historic Buildings*.) The illustrated version of the *Guidelines for Rehabilitating Historic Buildings* was designed to further enhance overall understanding and interpretation of basic preservation principles. *The Illustrated Guidelines on Sustainability* begin with an overview focusing on the fact that historic buildings are themselves often inherently sustainable and that this should be used to advantage in any proposal to upgrade them. These guidelines offer specific guidance on how to make historic buildings more sustainable in a manner that will preserve their historic character and that will meet *The Secretary of the Interior’s Standards for Rehabilitation*. The written guidance is illustrated with examples of appropriate or “recommended” treatments and some that are “not recommended” or could negatively impact the building’s historic character. The National Park Service Branch of Technical Preservation Services has developed these illustrated guidelines in accordance with its directive to provide information concerning professional methods and techniques to ensure the preservation and rehabilitation of the historic properties that are an important part of the nation’s heritage.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

Introduction to the Standards

The Secretary of the Interior is responsible for establishing standards for all programs under Departmental authority and for advising federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places. In partial fulfillment of this responsibility *The Secretary of the Interior's Standards for the Treatment of Historic Properties* have been developed to guide work undertaken on historic properties; there are separate standards for preservation, rehabilitation, restoration and reconstruction. *The Standards for Rehabilitation* (codified in 36 CFR 67) comprise that section of the overall treatment standards and address the most prevalent treatment. "Rehabilitation" 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."

Initially developed by the Secretary of the Interior to determine the appropriateness of proposed project work on registered properties supported by the Historic Preservation Fund grant-in-aid program, the Standards have been widely used

over the years—particularly to determine if a rehabilitation project qualifies as a Certified Rehabilitation for Federal Historic Preservation Tax Incentives. In addition, the Standards have guided federal agencies in carrying out their responsibilities for properties in federal ownership or control; and state and local officials in reviewing both federal and non-federal rehabilitation proposals. They have also been adopted by historic district and planning commissions across the country.

The intent of the Standards is to assist in the long-term preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes and occupancy and include the exterior and the interior of the buildings. They also encompass the building's site and environment, including landscape features, as well as attached, adjacent or related new construction. To be certified for federal tax purposes, a rehabilitation project must be determined by the Secretary of the Interior to be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located.



[1] Stained glass skylight provides natural light in a historic train station.

2



[2-3] Clerestory windows provide natural light in a historic industrial building: Before and after rehabilitation.

3



4



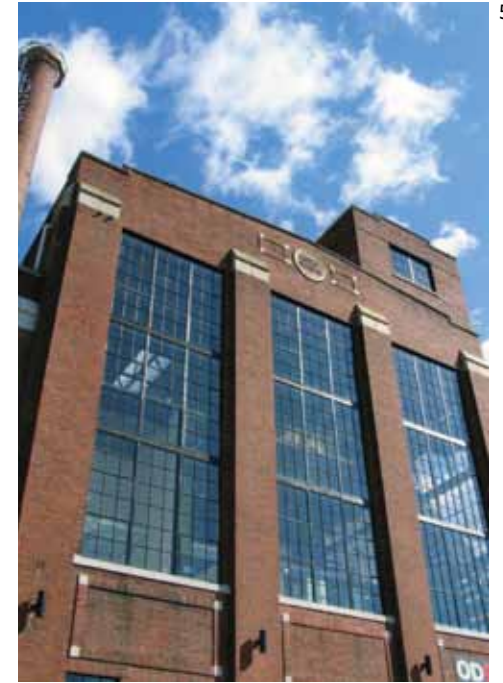
[4] Covered walkways and horizontal sun screens are distinctive and sustainable features in some mid-century modern office buildings.

As stated in the definition, the treatment “rehabilitation” assumes that at least some repair or alteration of the historic building will be needed in order to provide for an efficient contemporary use; however, these repairs and alterations must not damage or destroy materials, features or finishes that are important in defining the building’s historic character. For example, certain treatments—if improperly applied—may cause or accelerate physical deterioration of the historic building. This can include using improper repointing or exterior masonry cleaning techniques, or introducing insulation that may damage historic fabric. Any of these treatments will likely result in a project that does not meet the Standards. Similarly, exterior additions that duplicate the form, material and detailing of the historic structure to the extent that they compromise its historic character also will fail to meet the Standards.

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of the Interior regulations 36 CFR 67) pertain to all historic properties listed in or eligible for listing in the National Register of Historic Places.

- 1) A property shall be used for its intended 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.
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.



5



6

[5-6] Large windows and a roof monitor provide natural illumination in a historic industrial building.



7

[7-9] Porches and canvas awnings provide shade and keep interiors cool in historic residential and commercial buildings.



9

- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.



8

- 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.



11

[11] A vestibule helps retain interior conditioned air in the living space in this historic row house.



10

[10] Wood shutters provide natural light when open and keep interiors cool when closed in historic residential buildings.



12

[12-14] Roof monitors provide natural light in historic industrial buildings



13



14

GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

Introduction to the Guidelines

The *Guidelines for Rehabilitating Historic Buildings* were initially developed in 1977 to help property owners, developers and federal managers apply *The Secretary of the Interior's Standards for Rehabilitation* during the project planning stage by providing general design and technical recommendations. Unlike the Standards, the Guidelines are not codified as program requirements.

The Guidelines are general and intended to provide guidance to help in interpreting and applying the Standards to all rehabilitation projects. They are not meant to give case-specific advice. For instance, they cannot tell owners or developers which features in a historic building are important in defining the historic character and must be retained. This case-by-case determination is best accomplished by seeking assistance from qualified historic preservation professionals in the very early stages of project planning.

Like the Standards, the Guidelines pertain to historic buildings of all materials, construction types, sizes and occupancy; and apply to exterior and interior work, as well as new addi-

tions and the building's site and environment. The Guidelines are presented in a "Recommended" vs. "Not Recommended" format. Those approaches, treatments and techniques that are consistent with *The Secretary of the Interior's Standards for Rehabilitation* are listed in the "Recommended" column on the left; those approaches, treatments and techniques which could adversely affect a building's historic character are listed in the "Not Recommended" column on the right. To provide clear and consistent guidance for property owners, developers and federal agency managers, the "Recommended" courses of action are listed in order of historic preservation concerns so that a rehabilitation project may be successfully planned and completed—one that, first, assures the preservation of a building's important or "character-defining" architectural materials, features and spaces and, second, makes possible an efficient contemporary use. The guidance that follows begins with the most basic and least invasive approaches that will help the project achieve the desired goal, before considering work that may involve more change and potentially greater impact on the historic character of the building.

Sustainability

Before implementing any energy conservation measures to enhance the sustainability of a historic building, the existing energy-efficient characteristics of the building should be assessed. Buildings are more than their individual components. The design, materials, type of construction, size, shape, site orientation, surrounding landscape and climate all play a role in how buildings perform. Historic building construction methods and materials often maximized natural sources of heating, lighting and ventilation to respond to local climatic conditions. The key to a successful rehabilitation project is to identify and understand any lost original and existing energy-efficient aspects of the historic building, as well as to identify and understand its character-defining features to ensure they are preserved. The most sustainable building may be one that already exists. Thus, good preservation practice is often synonymous with sustainability. There are numerous treatments--traditional as well as new technological innovations--that may be used to upgrade a historic building to help it operate even more efficiently. Increasingly stricter energy standards and code requirements may dictate that at least some of these treatments be implemented as part of a rehabilitation project of any size or type of building. Whether a historic building is rehabilitated for a new or a continuing use, it is important to utilize the building's inherently-sustainable qualities as they were intended. It is equally important that they function effectively together with any new measures undertaken to further improve energy efficiency.



[15] Glass skylight illuminates historic shopping arcade.

16



17



[16-18] Inherently sustainable features of historic buildings: Shutters and a deep porch keep the interior cool in a historic house in a warm climate (top); a skylight provides natural light to the interior of this mid-20th century house (center); partially glazed partitions and doors allow natural light into the corridor of a historic office building (bottom).

18



PLANNING

RECOMMENDED

NOT RECOMMENDED

Forming an integrated sustainability team when working on a large project that includes a preservation professional to ensure that the character and integrity of the historic building is maintained during any upgrades.

Omitting preservation expertise from a sustainability project team.

Analyzing the condition of inherently-sustainable features of the historic building, such as shutters, storm windows, awnings, porches, vents, roof monitors, skylights, light wells, transoms and naturally-lit corridors, and including them in energy audits and energy modeling, before planning upgrades.

Ignoring inherently-sustainable features of the existing historic building when creating energy models and planning upgrades.

Identifying ways to reduce energy use, such as installing fixtures and appliances that conserve resources, including energy-efficient lighting or energy-efficient lamps in existing light fixtures, low-flow plumbing fixtures, sensors and timers that control water flow, lighting and temperature, before undertaking more invasive treatments that may negatively impact the historic building.

Prioritizing sustainable improvements, beginning with minimally invasive treatments that are least likely to damage historic building material.

Beginning work with substantive or irreversible treatments without first considering and implementing less invasive measures.

MAINTENANCE

RECOMMENDED	NOT RECOMMENDED
Maintaining historic buildings regularly to preserve historic fabric and maximize operational efficiency.	Delaying maintenance treatments which may result in the loss of historic building fabric or decrease the performance of existing systems or features.
Retaining and repairing durable historic building materials	Removing durable historic building materials and replacing them with materials perceived as more sustainable; for instance, removing historic heart pine flooring and replacing it with new bamboo flooring.
Using environmentally-friendly cleaning products that are compatible with historic finishes.	Using cleaning products potentially harmful to both historic finishes and the environment.
Using sustainable products and treatments, such as low VOC paints and adhesives and lead-safe paint removal methods, as much as possible, when rehabilitating a historic building.	



21



22

19



20

Recommended: [19] Caulking the gap between the aluminum storm window and wood window frame helps maximize thermal efficiency in this historic residence.

[20] Using sustainable cleaning products preserves both the environment and the historic building.

Not Recommended: [21-22] The peeling paint on an exterior window sill and on the interior of a window indicates that these features have not received regular maintenance. The broken casement window hardware also needs to be repaired to make the window operable.

23



24



Recommended: [23-25] Historic exterior storm windows have been well maintained and continue to perform as intended.

Recommended: [26] The new metal interior storm window was carefully matched to the exterior window as part of the rehabilitation of this historic armory building.

WINDOWS

RECOMMENDED

Maintaining windows on a regular basis to ensure that they function properly and are completely operable.

Retaining and repairing historic windows when deteriorated.

Weather stripping and caulking historic windows, when appropriate, to make them weather tight.

Installing interior or exterior storm windows or panels that are compatible with existing historic windows.

NOT RECOMMENDED

Neglecting to maintain historic windows and allowing them to deteriorate beyond repair with the result that they must be replaced.

Removing repairable historic windows and replacing them with new windows for perceived improvement in energy performance.

Replacing repairable historic windows with new insulated windows.

25



Not Recommended: [27] A broken sash cord can be repaired easily and does not justify replacement of the window.

27



26



WINDOWS

RECOMMENDED

NOT RECOMMENDED

Installing compatible and energy-efficient replacement windows that match the appearance, size, design, proportion and profile of the existing historic windows and that are also durable, repairable and recyclable, when existing windows are too deteriorated to repair.	Installing incompatible or inefficient replacement window units that are not durable, recyclable or repairable when existing windows are deteriorated beyond repair or missing.
Replacing missing windows with new, energy-efficient windows that are appropriate to the style of historic building and that are also durable, repairable and recyclable.	
Retrofitting historic windows with high-performance glazing or clear film, when possible, and only if the historic character can be maintained.	

28



Recommended: [28-29]
These exterior storm windows match the pane configuration of the historic interior windows in a residence and in a multi-story hotel building.

29

31



32



Not Recommended: [31-32]
Ill-fitting exterior aluminum storm windows viewed from both inside and outside are clearly not energy efficient.

Not Recommended: [30] Not only have incompatible windows that do not fit the size and shape of the historic window openings been installed, but the original openings have also been shortened to install through-the-wall HVAC units.

30





34



35



Recommended: [33-35] Original metal windows were appropriately repaired as part of the rehabilitation of this historic industrial building.

WINDOWS

RECOMMENDED

NOT RECOMMENDED

Retrofitting historic steel windows and curtain-wall systems to improve thermal performance without compromising their character.

Installing clear, low-emissivity (low-e) glass or film without noticeable color in historically-clear windows to reduce solar heat gain.

Installing film in a slightly lighter shade of the same color tint when replacing glazing panels on historically-dark-tinted windows to improve daylighting.

Retrofitting historically-clear windows with tinted glass or reflective coatings that will negatively impact the historic character of the building.

Introducing clear glazing or a significantly lighter colored film or tint than the original to improve daylighting when replacing historically dark-tinted windows.

36



37



38



Recommended: [36-38] Original metal windows were retained and made operable during the rehabilitation of this historic mill complex. Installing patio slider doors as interior storm windows was a creative and successful solution to improve the energy efficiency of the existing windows.

WINDOWS

RECOMMENDED

NOT RECOMMENDED

Maintaining existing, reinstalling or installing new, historically-appropriate shutters and awnings.	Removing historic shutters and awnings or installing inappropriate ones.
Repairing or reopening historically-operable interior transoms, when possible, to improve air flow and cross ventilation.	Covering or removing existing transoms.



39

Recommended: [39-40]
The original windows, which were deteriorated beyond repair, featured a dark tint. They were replaced with a slightly lighter-tinted glazing to improve daylighting in this mid-century modern office building.



41

Recommended: [41] Traditional canvas awnings should be retained when they exist on historic buildings.



40



Recommended: [42] Transoms and screen doors are distinctive and practical features that provided cross ventilation in this historic hotel.



43

Recommended: [43] The wall and door glazing ensures that the corridor receives natural daylight and the operable transom helps air to circulate in this historic office building.

Recommended:
[44-45] A blower door test is a useful tool to help identify air infiltration in a historic building before undertaking weatherization or retrofit treatments.
Top Photo: Robert J. Cagnetta, Heritage Restoration, Inc.



44



45

Recommended: [46]
A hand-held infrared scanner reveals areas that are not well insulated and that allow heat transfer through the walls of a building.



46

Recommended: [47-48] Insulation should be installed first in unfinished areas such as attics, crawl spaces and basements of residential buildings.

WEATHERIZATION AND INSULATION

RECOMMENDED	NOT RECOMMENDED
Using a variety of analytical tools, such as a comprehensive energy audit, blower door tests, infrared thermography, energy modeling or daylight modeling, to gain an understanding of the building's performance and potential before implementing any weatherization or retrofit treatments.	Implementing energy-retrofit measures without first diagnosing the building's performance and energy needs.
Developing a weatherization plan based on the results of the energy analysis of the building's performance and potential.	
Eliminating infiltration first, beginning with the least invasive and most cost-effective weatherization measures, such as caulking and weather stripping, before undertaking more invasive weatherization measures.	Undertaking treatments that result in loss of historic fabric, for example, installing wall insulation that requires removing plaster, before carrying out simple and less damaging weatherization measures.
Understanding the inherent thermal properties of the historic building materials and the actual insulating needs for the specific climate and building type before adding or changing insulation.	
Insulating unfinished spaces, such as attics, basements and crawl spaces, first.	Insulating a finished space, which requires removing historic plaster and trim, before insulating unfinished spaces.



47



48

WEATHERIZATION AND INSULATION

RECOMMENDED

NOT RECOMMENDED

Using the appropriate type of insulation in unfinished spaces and ensuring the space is adequately ventilated.	Using wet-spray or other spray-in insulation that is not reversible or may damage historic materials.
	Adding insulation in cavities that are susceptible to water infiltration.
Ensuring that air infiltration is reduced before adding wall insulation.	Insulating walls without first reducing air infiltration.
Installing appropriate wall insulation, only if necessary, after lower impact treatments have been carried out.	Installing wall insulation that is not reversible and that may cause damage to historic building materials.
	Installing insulation on the exterior of a historic building, which results in the loss of historic materials and may alter the proportion and relationship of the wall to the historic windows and trim.
Removing interior plaster only in limited quantities and when absolutely necessary to install appropriate insulation.	Removing all interior plaster to install appropriate insulation.
Replacing interior plaster—removed to install insulation—with plaster or gypsum board to retain the historic character of the interior, and in a manner that retains the historic proportion and relationship of the wall to the historic windows and trim.	Replacing interior plaster—removed to install insulation—with gypsum board that is too thick and that alters the historic proportion and relationship of the wall to the historic windows and trim.
Reinstalling historic trim that was removed to install insulation.	Replicating trim rather than retaining and reinstalling historic trim that is repairable.

Not Recommended: [49] The original proportion and relationship of the wall to the door trim has been all but lost because the gypsum board installed was too thick.

[50-51] When wall insulation was installed here the walls were furred out, which created deep, historically inappropriate window recesses. The repairable historic trim was also not reinstalled.



49



50



51



52



53

Recommended: [52-53]

The original proportion and relationship of the wall to the windows and trim, which is important in defining the character of these historic interior spaces, has been retained here.



54

Recommended: [54] This rigid insulation has been correctly installed in the wall cavity so that when the gypsum board is hung the original proportion and relationship of the wall to the trim will be retained.

Photo: Robert J. Cagnetta, Heritage Restoration, Inc.

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Retaining and maintaining functional and efficient HVAC systems.	Replacing existing HVAC systems without testing their efficiency first.
Upgrading existing HVAC systems to increase efficiency and performance within normal replacement cycles.	Replacing HVAC systems prematurely when existing systems are operating efficiently.
Installing an energy-efficient system that takes into account whole building performance and retains the historic character of the building and site when a new HVAC system is necessary.	Installing an inefficient HVAC system or installing a new system based on pre-retrofit building performance when a smaller system may be more appropriate.



55

Recommended: [55-57]
Wood vents in the gable ends of a historic house and a barn and cast-iron oval vents in a masonry foundation traditionally helped air circulate.



56



57

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Supplementing the efficiency of HVAC systems with less energy-intensive measures, such as programmable thermostats, attic and ceiling fans, louvers and vents, where appropriate.	
Retaining or installing high efficiency, ductless air conditioners when appropriate, which may be a more sensitive approach than installing a new, ducted, central air-conditioning system that may damage historic building material.	Installing through-the-wall air conditioners, which damages historic material and negatively impacts the building's historic character.
	Installing a central HVAC system in a manner that damages historic building material.



60

Recommended: [60] Original radiators that are still functional and efficient were retained in the rehabilitation of this historic house.

58



Recommended: [58] Ceiling fans enhance the efficiency of HVAC systems in historic buildings.

59



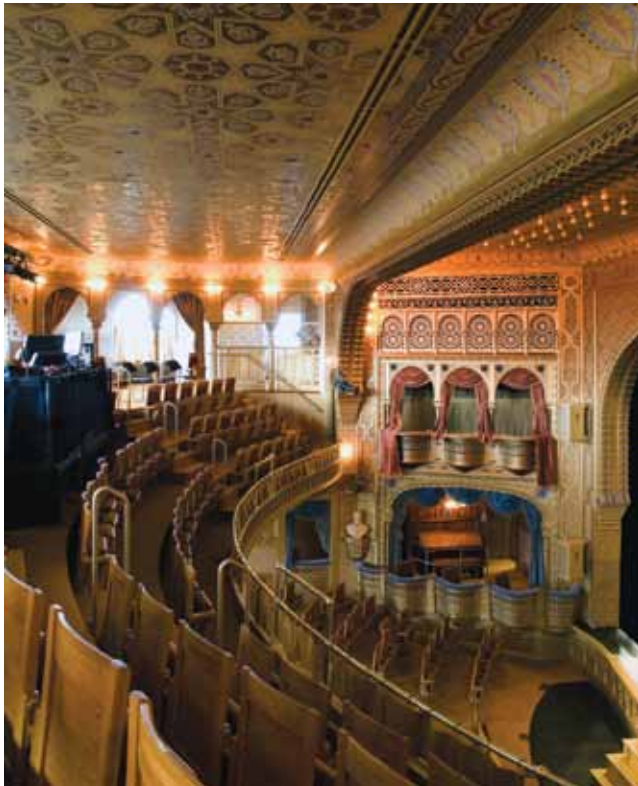
Recommended: [59] Installing a programmable thermostat can help existing systems to operate more efficiently.



61

Not Recommended: [61] The cuts made in the brick and the decorative stone trim to install through-the-wall air conditioners have not only destroyed building material, but have also negatively impacted the character of this historic apartment building.

62



HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Installing new mechanical ductwork sensitively or using a mini-duct system, so that ducts are not visible from the exterior and do not adversely impact the historic character of the interior space.	Installing new mechanical ductwork that is visible from the exterior or adversely impacts the historic character of the interior space.
Leaving interior ductwork exposed where appropriate, such as in industrial spaces, or when concealing the ductwork would destroy historic fabric.	Leaving interior ductwork exposed in highly-finished spaces where it would negatively impact the historic character of the space.
Leaving interior ductwork exposed and painting it, when concealing it would negatively impact historic fabric, such as a historic pressed metal ceiling.	Leaving exposed ductwork unpainted in finished interior spaces, such as those with a pressed metal ceiling.
Placing HVAC equipment where it will operate effectively and efficiently and be minimally visible and will not negatively impact the historic character of the building or its site.	Placing HVAC equipment in highly-visible locations on the roof or on the site where it will negatively impact the historic character of the building or its site.

63



64



Recommended: [62-63] Carefully installed new mechanical ductwork is barely visible in the elaborately decorated ceiling of this historic theater.

[64] The ductwork has been left unpainted which is compatible with this historic industrial interior.

[65] To avoid damaging the metal ceiling, the ductwork was left exposed and it was painted to minimize its impact, thus preserving the historic character of this former bank.

65



66



Not Recommended: [66] Interior ductwork has been inappropriately left exposed and unpainted here in this traditionally-finished school entrance hall.

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Commissioning or examining the performance of the HVAC system and continuing to examine it regularly to ensure that it is operating efficiently.	Installing a new HVAC system without commissioning or testing its efficiency after installation.
Investigating whether a geothermal heat pump will enhance the heating and cooling efficiency of the building before installing one.	Installing a geothermal heat pump without evidence that it will improve the heating and cooling efficiency of the building.
	Installing a geothermal system where there is a significant landscape or where there are archeological resources that could be damaged.



67

Recommended:[67] A professional energy auditor analyzes the performance of an existing furnace to ensure it is operating efficiently.

[68-69] A geothermal system, evidenced by a panel in the sidewalk, was installed on the site of this historic firehouse during rehabilitation.



68



70

Recommended: [70-71]
A geothermal system was installed on the property of this historic mansion, but only after an archeological investigation was conducted of the grounds.



71



69

SOLAR TECHNOLOGY

72



73



Recommended: [72-73] Solar panels were installed appropriately on the rear portion of the roof on this historic row house that are not visible from the primary elevation.

RECOMMENDED

Considering on-site, solar technology only after implementing all appropriate treatments to improve energy efficiency of the building, which often have greater life-cycle cost benefit than on-site renewable energy.

Analyzing whether solar technology can be used successfully and will benefit a historic building without compromising its character or the character of the site or the surrounding historic district.

Installing a solar device in a compatible location on the site or on a non-historic building or addition where it will have minimal impact on the historic building and its site.

Installing a solar device on the historic building only after other locations have been investigated and determined infeasible.

NOT RECOMMENDED

Installing on-site, solar technology without first implementing all appropriate treatments to the building to improve its energy efficiency.

Installing a solar device without first analyzing its potential benefit or whether it will negatively impact the character of the historic building or site or the surrounding historic district.

Placing a solar device in a highly-visible location where it will negatively impact the historic building and its site.

Installing a solar device on the historic building without first considering other locations.



74

Recommended: [74] Free-standing solar panels have been installed here that are visible but appropriately located at the rear of the property and compatible with the character of this industrial site.



75

Not Recommended: [75] Solar roof panels have been installed at the rear, but because the house is situated on a corner, they are highly visible and negatively impact the character of the historic property.

SOLAR TECHNOLOGY

RECOMMENDED

NOT RECOMMENDED

Installing a low-profile solar device on the historic building so that it is not visible or only minimally visible from the public right of way: for example, on a flat roof and set back to take advantage of a parapet or other roof feature to screen solar panels from view; or on a secondary slope of a roof, out of view from the public right of way.	Installing a solar device in a prominent location on the building where it will negatively impact its historic character.
Installing a solar device on the historic building in a manner that does not damage historic roofing material or negatively impact the building's historic character and is reversible.	Installing a solar device on the historic building in a manner that damages historic roofing material or replaces it with an incompatible material and is not reversible.
	Removing historic roof features to install solar panels.
	Altering a historic, character-defining roof slope to install solar panels.
	Installing solar devices that are not reversible.
Installing solar roof panels horizontally -- flat or parallel to the roof—to reduce visibility.	Placing solar roof panels vertically where they are highly visible and will negatively impact the historic character of the building.

76



77



79



Not Recommended: [79] Although installing solar panels behind a rear parking lot might be a suitable location in many cases, here the panels negatively impact the historic property on which they are located.

Recommended: [76-77] Solar panels, which also serve as awnings, were installed in secondary locations on the side and rear of this historic post office and cannot be seen from the front of the building. [78] Solar panels placed horizontally on the roof of this historic building are not visible from below.

78



WIND POWER—WIND TURBINES AND WINDMILLS

80



Recommended: [80] It is often best to install wind-powered equipment in off-site, rural locations to avoid negatively impacting a historic building and its site.

[81] This wind turbine is located in a large parking lot next to a historic manufacturing complex and it is compatible with the character of the industrial site.

[82] This 2011 Kansas postage stamp features a traditional windmill and modern wind turbines to illustrate the importance of wind power in the growth of the state.

RECOMMENDED

Considering on-site, wind-power technology only after implementing all appropriate treatments to the building to improve energy efficiency, which often have greater life-cycle cost benefit than on-site renewable energy.

Analyzing whether wind-power technology can be used successfully and will benefit a historic building without compromising its character or the character of the site or the surrounding historic district.

Installing wind-powered equipment in an appropriate location on the site or on a non-historic building or addition where it will not negatively impact the historic character of the building, the site or the surrounding historic district.

NOT RECOMMENDED

Installing on-site, wind-power technology, without first implementing all appropriate treatments to the building to improve energy efficiency.

Installing wind-powered equipment without first analyzing its potential benefit or whether it will negatively impact the character of the historic building or the site or the surrounding historic district.

Placing wind-powered equipment on the site where it is highly visible when it is not compatible with the historic character of the site.

81



82

WIND POWER—WIND TURBINES AND WINDMILLS

RECOMMENDED

Installing wind-powered equipment on the historic building without damaging the roof or walls or otherwise negatively impacting the building's historic character.

NOT RECOMMENDED

Installing wind-powered equipment on the historic building in a manner that damages the roof, compromises its structure or negatively impacts the building's historic character.

Removing historic roof features to install wind-powered equipment, such as wind turbines.

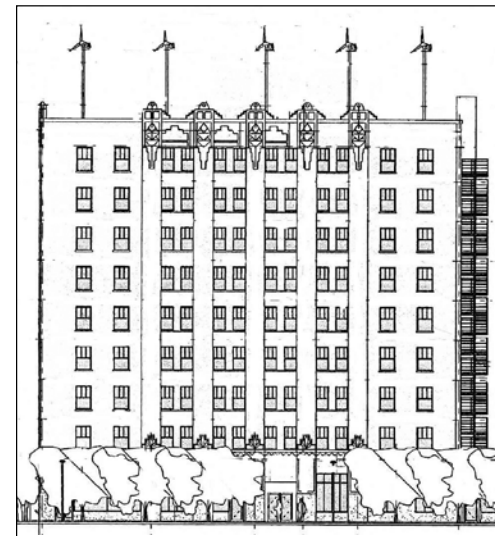
Installing wind-powered equipment on the historic building that is not reversible.

Installing wind-powered equipment on the primary façade of a historic building or where it is highly visible.

Investigating off-site, renewable energy options when installing on-site wind-power equipment would negatively impact the historic character of the building or site.



84



83

Not Recommended:

[83-84] This historic hotel is a prominent and highly visible local landmark, and the wind turbines proposed to be added on the roof would negatively impact its historic character.

ROOFS—COOL ROOFS AND GREEN ROOFS

85



RECOMMENDED

- Retaining and repairing durable, character-defining historic roofing materials in good condition.
- Analyzing whether a cool roof or a green roof is appropriate for the historic building.
- Installing a cool roof or a green roof on a flat-roofed historic building where it will not be visible from the public right of way and will not negatively impact the building's historic character.
- Selecting appropriate roofing materials and colors when putting a new cool roof on the historic building.
- Ensuring that the historic building can structurally accommodate the added weight of a green roof and sensitively improving the structural capacity, if necessary.

NOT RECOMMENDED

- Replacing durable, character-defining historic roofing materials in good condition with a roofing material perceived as more sustainable.
- Installing a cool roof or a green roof without considering whether it will be highly visible from the public right of way and will negatively impact the building's historic character.
- Installing a cool roof that is incompatible in material or color with the historic building.
- Adding a green roof that would be too heavy and would damage the historic building or supplementing the structural capacity of the historic building in an insensitive manner.

86



Recommended: [85-86] A cool or green roof is best installed on a flat roof where it cannot be seen from the public right of way and will not negatively impact the character of the historic building.

87



Not Recommended: [87] Historic roofing materials in good condition should be retained rather than replaced with another material perceived as more sustainable, such as, in this case, solar roofing shingles.

88



Not Recommended: [88] This new, cool white metal roof is not an appropriate material or color for this historic mid-20th century house.

ROOFS—COOL ROOFS AND GREEN ROOFS

RECOMMENDED

Ensuring that the roof is water tight and that roof drains, gutters and downspouts function properly before installing a green roof.
Including a moisture-monitoring system when installing a green roof to protect the historic building from added moisture and accidental leakage.
Selecting sustainable native plants that are drought resistant and will not require excessive watering of a green roof.
Selecting appropriately-scaled vegetation for a green roof that will not grow so tall that it will be visible above the building's historic character.

NOT RECOMMENDED

Installing a green roof without ensuring that the roof covering is water tight and that drainage systems function properly.
Selecting vegetation for a green roof that will be visible above the roof or parapet.

89



Recommended: [89-92] Low-scale and sustainable native plants are appropriate for these roof gardens on historic buildings.



90-91



Not Recommended: [93] The vegetation on these green roofs has grown too tall and negatively impacts the character of these historic commercial buildings.



92

94



95



Recommended: [94-95] Permeable pavers were used at this historic residential property for a driveway and parking (above) and a hard-packed, construction aggregate provides environmentally-friendly paths for visitors at this historic site (below).

[96] Mature trees and a water feature contribute to the sustainability of this mid-twentieth century property.

96



SITE FEATURES AND WATER EFFICIENCY

RECOMMENDED

Respecting an important cultural landscape and significant character-defining site features when considering adding new sustainable features to the site.

Using to advantage existing storm-water-management features, such as gutters, downspouts and cisterns, as well as site topography and vegetation that contribute to the sustainability of the historic property.

Adding natural, sustainable features to the site, such as shade trees, if appropriate, to reduce cooling loads for the historic building.

Using permeable paving where appropriate on a historic building site to manage storm water.

NOT RECOMMENDED

Installing new sustainable site features without considering their potentially negative impact on an important cultural landscape and character-defining site features.

Ignoring existing features that contribute to the sustainability of the historic property.

Removing existing natural features, such as shade trees, that contribute to the building's sustainability.

Planting trees where they may grow to encroach upon or damage the historic building.

97



Not Recommended: [97] This tree, which was planted too close to the building, has caused the masonry wall to retain moisture that damaged the mortar and required that the brick be repointed in this area.

SITE FEATURES AND WATER EFFICIENCY

RECOMMENDED	NOT RECOMMENDED
Avoiding paving up to the building foundation to reduce heat island effect, building temperature, damage to the foundation and storm-water runoff.	Paving up to the building foundation with impermeable materials.
Landscaping with native plants, if appropriate, to enhance the sustainability of the historic site.	Introducing non-native plant species to the historic site that are not sustainable.
Adding features, such as bioswales, rain gardens, rain barrels, large collection tanks and cisterns, if compatible, to the historic building site to enhance storm-water management and on-site water reuse.	

98



Recommended: [98-100] Rain gardens and rain-water collection tanks are features that may be added to a historic property to improve storm-water management and increase on-site water use.

99



100



Not Recommended: [101] Splash back from the impermeable concrete paving next to the foundation is damaging these stones.

101



102

Recommended: [102-103]
Small, covered atriums that are compatible with the character of these historic warehouses have been inserted to light the interior.



103

Not Recommended: [104-106]
Skylights added on a primary roof elevation negatively impact the character of these historic houses.



104



105



106

DAYLIGHTING

RECOMMENDED

NOT RECOMMENDED

Retaining features that provide natural light to corridors, such as partial glass partitions, glazed doors and transoms, commonly found in historic office buildings.	Removing or covering features that provide natural light to corridors, such as partial glass partitions, glazed doors and transoms, commonly found in historic office buildings.
Reopening historic windows that have been blocked in to add natural light and ventilation.	Blocking in historic window openings to accommodate new building uses.
Adding skylights or dormers on secondary roof elevations where they are not visible or are only minimally visible so that they do not negatively impact the building's historic character.	Adding skylights or dormers on primary or highly-visible roof elevations where they will negatively impact the building's historic character.
Adding a small light well or light tubes, where necessary and appropriate, to allow more daylight into the historic building.	
Inserting a small atrium, only when necessary, to allow more daylight into the building in a manner that is compatible with the historic character of the building.	Cutting a very large atrium into the historic building that is not compatible with the building's historic character.
	Creating an open, uncovered atrium or courtyard in the historic building that appears to be an outdoor space, rather than an interior space.

DAYLIGHTING

RECOMMENDED

Installing light-control devices on the historic building where appropriate to the building type, such as light shelves in industrial or mid-century modern buildings, awnings on some commercial and residential buildings and shutters on residential buildings that had them historically.

Installing automated daylighting controls on interior lighting systems that ensure adequate indoor lighting and allow for energy-saving use of daylighting.

Adding new window openings on secondary and less visible facades, where appropriate, to allow more natural light into the historic building.

NOT RECOMMENDED

Installing light-control devices that are incompatible with the type or style of the historic building.

Adding new window openings on primary elevations that will negatively impact the character of the historic building.



110

Recommended: [110]

A clerestory window lights the interior corridor of this historic mill building.

111

[111] A limited number of new window openings may be added to non-character-defining, secondary facades to allow natural light into formerly windowless spaces.

107



Recommended: [107] Traditional canopies compatible with the industrial character of this former factory building were installed when it was converted for residential use.

[108-109] The original, partially-glazed doors and office partitions, as well as skylights, that let natural light into the corridors were retained as part of the rehabilitation of this early-20th century building.



108



109



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

3 PRESERVATION BRIEFS

Improving Energy Efficiency in Historic Buildings

Jo Ellen Hensley and Antonio Aguilar



National Park Service
U.S. Department of the Interior

Technical Preservation Services



The concept of energy conservation in buildings is not new. Throughout history building owners have dealt with changing fuel supplies and the need for efficient use of these fuels. Gone are the days of the cheap and abundant energy of the 1950's. Today with energy resources being depleted and the concern over the effect of greenhouse gases on climate change, owners of historic buildings are seeking ways to make their buildings more energy efficient. These concerns are key components of sustainability — a term that generally refers to the ability to maintain the environmental, social, and economic needs for human existence. The topic of sustainable or “green” building practices is too broad to cover in this brief. Rather, this preservation brief is intended to help property owners, preservation professionals, and stewards of historic buildings make informed decisions when considering energy efficiency improvements to historic buildings.

Sound energy improvement measures must take into consideration not only potential energy savings, but also the protection of the historic property's materials and features. This guidance is provided in accordance with the Secretary of the Interior's Standards for Rehabilitation to ensure that the architectural integrity of the historic property is preserved. Achieving a successful retrofit project must balance the goals of energy efficiency with the least impact to the historic building. Planning must entail a holistic approach that considers the entire building envelope, its systems and components, its site and environment, and a careful evaluation of the effects of the measures undertaken. Treatments common to new construction need to be evaluated carefully before implementing them in historic buildings in order to avoid inappropriate alteration of important architectural features and irreparable damage to historic building materials. This brief targets primarily small-to medium-size historic buildings, both residential and commercial. However, the general decision-making principles outlined here apply to buildings of any size and complexity.

Inherent Energy Efficient Features of Historic Buildings

Before implementing any energy conservation measures, the existing energy-efficient characteristics of a historic building should be assessed. Buildings are more than the sum of their individual components. The design, materials, type of construction, size, shape, site orientation, surrounding landscape, and climate all play a role in how buildings perform. Historic building construction methods and materials often maximized natural sources of heat, light and ventilation to respond to local climatic conditions. The key to a successful rehabilitation project is to understand and identify the existing energy-efficient aspects of the historic building and how they function, as well as to understand and identify its character-defining features to ensure they are preserved. Whether rehabilitated for a new or continuing use, it is important to utilize the historic building's inherent sustainable qualities as they were intended to ensure that they function effectively together with any new treatments added to further improve energy efficiency.

Windows, courtyards, and light wells

Operable windows, interior courtyards, clerestories, skylights, rooftop ventilators, cupolas, and other features that provide natural ventilation and light can reduce energy consumption. Whenever these devices can be used to provide natural ventilation and light, they save energy by reducing the need to use mechanical systems and interior artificial lighting.

Historically, builders dealt with the potential heat loss and gain from windows in a variety of ways depending on the climate. In cold climates where winter heat loss from buildings was the primary consideration before mechanical systems were introduced, windows were limited to those necessary for adequate light and ventilation. In historic buildings where the ratio of glass



Fig. 1. A decorative, stained glass skylight allows natural daylight into the interior.

to wall is less than 20%, the potential heat loss through the windows is likely minimal; consequently, they are more energy efficient than most recent construction. In hot climates, numerous windows provided valuable ventilation, while features such as wide roof overhangs, awnings, interior or exterior shutters, venetian blinds, shades, curtains and drapes significantly reduced heat gain through the windows. Historic windows can play an important role in the efficient operation of a building and should be retained.



Fig. 2. Upper and lower shutters control daylight and provide privacy.

New architectural styles, beginning with the International Style of the 1920's, brought about an increase in the percentage of glazing in the total building envelope. By the 1950's, with the advent of the glass curtain wall, glazing constituted nearly 100% of a building's exterior walls in many buildings. While many early modern buildings continued to use operable windows as a way to provide natural ventilation, greater reliance on mechanical heating and air conditioning systems eventually reduced the function of exterior glazing to providing light only, particularly in commercial, office, and institutional buildings.



Fig. 3. Stone walls with substantial mass have high thermal inertia.

Walls

Thick masonry walls typical of the late-nineteenth and early-twentieth centuries have inherent thermal characteristics that keep the buildings cooler in the summer and warmer in the winter. Walls with substantial mass have the advantage of high thermal inertia, which reduces the rate of heat transfer through the wall. For instance, a wall with high thermal inertia, subjected to solar radiation for an hour, will absorb the heat at its outside surface, but slowly transfer it to the interior over a period as long as six hours. Conversely, a wall having the equivalent thermal resistance (R-value), but a substantially lower thermal inertia, will transfer the heat in perhaps as little as two hours. Heavy masonry walls also reduce the need for summer cooling. High thermal inertia is the reason many older public and commercial buildings without air conditioning still feel cool during the summer. The heat from the midday sun does not penetrate the buildings until late afternoon and evening, when it is less likely to be occupied or when exterior temperatures have fallen. Heavy masonry walls are also effective in moderating internal temperatures in the winter by dampening the overall peaks of heat gain and loss resulting in a flatter and more tolerable daily cycle. In areas that require cooling during the day and heating at night, masonry walls can help spread out excess heat gain from the day to cover some of the needed heating for the evening and night hours.

Roofs

Roof construction and design in historic buildings, particularly vernacular buildings, are strongly

influenced by the conditions of the local climate. Wide overhangs that sometimes extend to create porches minimize the heat gain from the sun in warmer climates, while steep, sloping roofs with minimal or no overhang prevail in colder climates to allow for shedding snow and increasing beneficial solar heat gain through the windows. Materials and color also influence the thermal performance of roofs. Metal and light colored roofs, for example, reflect sunlight and thereby reduce the heat gain from solar radiation.

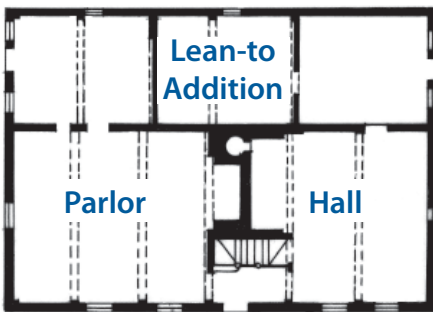


Fig. 4. A typical New England saltbox features a steeply sloping roof to shed snow and a floor plan organized around a central chimney to conserve heat.

Floor Plans

The floor plan of many historic buildings, particularly traditional vernacular ones, was also designed to respond to the local climate. In cold climates, rooms with low ceilings were clustered around central chimneys to share the heat, while small windows with interior shutters reduced drafts and heat loss. In warmer climates, wide central halls with tall ceilings, breezeways, and large porches all maximized air circulation.

Landscape

Site orientation was another factor considered especially in the location of a historic building on its property. In cold climates, buildings were oriented against northern winds while buildings in warm climates were sited to take advantage of prevailing breezes. Evergreen trees planted on the north side of buildings shielded from winter winds; deciduous trees planted to the south provided summer shade and maximum sun in the winter.



Fig. 5. The side porches of this house in Charleston, SC, shade the large windows and provide outdoor living spaces that take advantage of sea breezes.

Energy Audit

Before implementing any measures to improve the thermal performance of a historic building, an energy audit should be undertaken to evaluate the current energy use of the building and identify deficiencies in the building envelope or mechanical systems. In some areas, the local utility company may offer a free simple audit, however a more in-depth audit should be obtained from a professional energy auditor. The goal of the audit is to establish a baseline of building performance data to serve as a reference point when evaluating the effectiveness of future energy improvements. It is important to hire an independent auditor who does not have financial interests in the results, such as a product vendor.

An energy auditor first documents the current energy use patterns in the building to establish an energy use history. This initial step includes obtaining the billing history from the local utility company over a one- or two-year period, as well as documenting the number of building occupants, how the building is used, and the type of fuel consumed. The location of any existing insulation is recorded and the approximate R-value of various components of the building envelope including walls, ceilings, floors, doors, windows and skylights is calculated. The building envelope is inspected to identify areas of air infiltration and air loss. The type and age of mechanical systems and major appliances are also recorded.

Tools such as a blower door test or infrared thermography are useful to identify specific areas of infiltration, lack of insulation and thermal bridging. Mechanical depressurization along with infrared thermography is extremely useful in identifying locations of air leakage and heat loss followed by the use of tracer smoke to isolate specific air leaks. These tests are often challenging to perform on buildings and must be undertaken by experienced professionals to avoid

misleading or inaccurate results. There are professional standards for audits, those of the Building Performance Institute (BPI) being the most widely used.

The energy auditor then produces a detailed report that documents the findings of the audit and includes specific recommendations for upgrades such as air sealing, adding insulation, general repairs, lighting, and improvements to or replacement of mechanical systems or major appliances. Cost estimates are provided for each of the improvements including the cost of implementation, potential operating cost savings, and, importantly, the anticipated payback period. Armed with this information, historic building owners can start to make informed decisions on how to improve the performance of their buildings. Usually the auditor finds a few locations where there is major air leakage; large “holes” that are unique to a particular building and require equipment to find them. These anomalies are often invisible to the people who use the building on a regular basis. It is important to retest the performance of the building following the implementation of any upgrades undertaken as a result of an energy audit to ensure that the upgrades are performing as expected.

Prioritizing Energy Upgrades

When implementing energy upgrades, efforts should be concentrated on improvements that will provide the most payback for the money expended and the least compromise to the historic character of the building. Some upgrades recommended in energy audits may not be introduced into a historic building feasibly without damaging historic fabric or altering the appearance of significant features. Removing historic siding and replacing it with new siding to introduce insulation

into the wall cavity of a frame building or replacing repairable historic windows are examples of treatments that should not be undertaken on historic buildings.

A common misconception is that replacing windows alone will result in major energy savings. This argument, often used to sell replacement windows, is simply not true. Although it varies from building to building, the U.S. Department of Energy (DOE) has documented that air loss attributable to windows in most buildings is only about 10% of the total air loss. Studies have shown that window replacement does not pay for itself in energy savings in a reasonable length of time. Moreover, there are ways to improve the performance of historic windows that do not require their replacement. In addition, historic windows can usually be repaired and are, thus, sustainable, while most new windows cannot be repaired, or even recycled, and may wind up in landfills.

When considering energy upgrades, it is imperative to get a clear picture of what an improvement will cost initially and how long it will take to pay back the cost in energy savings. Therefore, the life cycle cost of the improvement must be considered as well as its impact on historic fabric. Reducing infiltration around existing windows and doors, sealing penetrations in the building envelope, and adding insulation — particularly in the attic where it has little impact on historic fabric — can result in significant improvements at relatively little cost. Updating mechanical systems or changing the way in which they are operated can also be cost-effective interventions. For example, installing a more efficient mechanical system alone may pay for itself in ten years.



Fig. 6. (left) A blower door is used to depressurize a building by exhausting air at a rate that allows pressure gages and tracer smoke to measure the amount and location of air leakage. Photo: Robert Cagnetta, Heritage Restoration, Inc.



Fig. 7. (center and right) The left thermal image shows the walls of this building before insulating. After insulation was added, the cooler and, thus darker exterior walls evidence how much the heat loss has been reduced. Photos: EYP Architecture & Engineering.

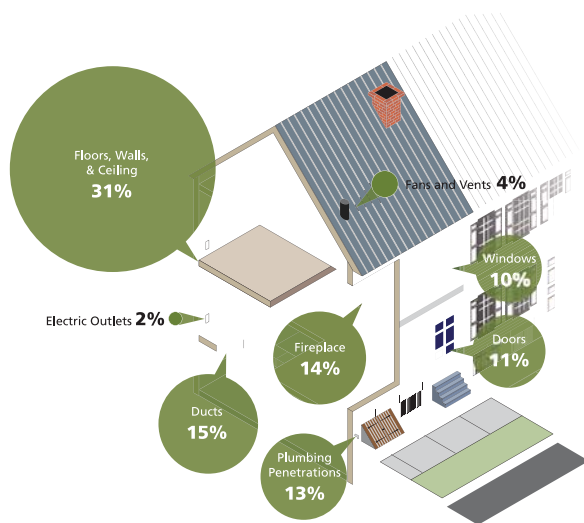


Fig. 8. Where Air Escapes From a House (by percentage) – Image based on data from Energy Savers, U.S. Department of Energy. Illustration: Blank Space LLC.

Actions to Improve Energy Efficiency

Reducing energy demands for heating and cooling may be accomplished in two steps. First, implement operational changes and upgrades to mechanical systems and major appliances — measures that do not require making alterations or adding new materials — to ensure that a building functions as efficiently as possible. After all these measures have been implemented, corrective work or treatments, such as weatherization, that require other alterations to the building may be considered.

Residential Energy Use Intensity by Age

Year Built	KBtu/sq ft/yr
Prior to 1950	74.5
1950 to 1969	66.0
1970 to 1979	59.4
1980 to 1989	51.9
1990 to 1999	48.2
2000 to 2005	44.7

Source: Residential Energy Consumption Survey, 2005

Establishing Realistic Goals

Energy consumption data gathered by the U.S. Energy Information Administration (see chart) shows that residential buildings built before 1950 (the largest percentage of historic building stock) are about 30 to 40 percent less energy efficient than buildings built after 2000. Using this as a baseline, a 30 to 40 percent upgrade of a historic building's energy performance can be a realistic goal. A 40 percent increase in energy efficiency would of course be a more achievable goal for buildings that have had minimal upgrades since their

original construction, i.e., added insulation, tightening of the exterior envelope, or more efficient mechanical equipment. On the other hand, achieving “net zero” energy goals as it is currently done with some new construction can be a much more difficult challenge to achieve in a historic retrofit. Attempting to reach such a goal with a historic building would most likely result in significant alterations and loss of historic materials. [The data for commercial buildings documents that buildings in 2003 used approximately the same energy as they did before 1920, after reaching their peak in the 1980's.]

Operational Changes

One of the greatest effects on energy use is user behavior. Once an energy audit has established a baseline for the current energy use in a building, operational changes should be identified to control how and when the building is used to minimize the use of energy-consuming equipment. These changes can range from simple measures such as regular cleaning and maintenance of mechanical equipment to installing sophisticated controls that cycle equipment on and off in specified intervals for maximum performance. The following changes are recommended to reduce heating and cooling costs.

- Install programmable thermostats.
- Close off rooms that are not in use and adjust the temperature in those rooms.
- Do not condition rooms that do not need to be conditioned, thereby reducing the thermal envelope.
- Use insulated shades and curtains to control heat gain and loss through windows.
- Use operable windows, shutters, awnings and vents as originally intended to control temperature and ventilation.
- Take advantage of natural light.
- Install compact fluorescent lights (CFL) and light-emitting diode (LED) lights.
- Install motion sensors and timers for lighting and local ventilation, such as bathroom exhaust fans.
- Reduce “phantom” electricity loads by turning equipment off when not in use.
- Clean and service mechanical equipment regularly.

These measures should be undertaken first to save energy in any existing building and are particularly appropriate for historic buildings because they do not require alterations to historic materials.

Upgrading Equipment and Appliances

In addition to maximizing the energy efficiency of existing building systems, substantial savings can be achieved through upgrading equipment and appliances. One should still weigh the operational savings against the initial cost of the new equipment, particularly if the existing equipment is not near the end of its life.

Calculator aids that take into account the efficiency of both the existing and new equipment are available



Fig. 9. An energy auditor tests the efficiency of a boiler.

online to assist in determining the payback. Advance planning will allow time to find the most efficient unit, as well as to investigate the availability of any state and federal energy credits. As energy prices continue to rise and technology advances, options such as the installation of a solar hot water heater or geothermal ground source or water source heat pumps are becoming more economically feasible. Recommendations for upgrading equipment and appliances include:

- Upgrade the heating system. It is important to install new furnaces that utilize outside combustion air to reduce air drawn into the building through uncontrolled infiltration. [All furnaces and boilers are now measured by their annual fuel utilization efficiency or AFUE.] Heating equipment is now more efficient and gas furnaces that used to have a 60% (AFUE) rating can now operate at as much as 90 to 97% efficiency.
- Upgrade the air conditioning system.
- Replace the water heater. High-efficiency water heaters use far less energy than earlier models, and high-efficiency tankless water heaters heat water on demand and offer even greater savings. Point of use water heat can also reduce costs and water consumption by reducing the time it takes to draw hot water.
- Upgrade appliances. Energy Star appliances, particularly refrigerators, washing machines and dishwashers can all reduce electricity use and additional indoor heating loads.

Upgrading Building Components

In addition to operational and mechanical upgrades, it can be possible to upgrade many building components in a manner that will not jeopardize the historic character of the building and can be accomplished at a reasonable cost. The goal of these upgrades is to improve the thermal performance of the building, resulting in even greater energy savings. Retrofit measures to historic buildings should be limited to those that achieve at least reasonable energy savings, at reasonable costs, with the least impact on the character of the building.

The following list includes the most common measures proposed to improve the thermal performance of an existing building; some measures are highly recommended for historic buildings, but others are less beneficial, and can even be harmful to a historic building.

Requires Minimal Alteration

- Reduce air leakage.
- Add attic insulation.
- Install storm windows.
- Insulate basements and crawlspaces.
- Seal and insulate ducts and pipes.
- Weather strip doors and add storm doors.
- Add awnings and shading devices where appropriate.

Requires More Alteration

- Add interior vestibules.
- Replace windows.
- Add insulation to wood-frame walls.
- Add insulation to masonry walls.
- Install cool roofs and green roofs.

The treatments listed first have less potential to negatively impact the historic fabric of a building. They tend to be less intrusive, are often reversible, and offer the highest potential for energy savings. Undertaking any of the treatments in the second group, however, may pose technical problems and damage to historic building materials and architectural features. Their installation costs may also outweigh the anticipated energy savings and must be evaluated on a case-by-case basis with advice from professionals experienced in historic preservation and building performance.

Requires Minimal Alteration

Reduce air leakage. Reducing air leakage (infiltration and exfiltration) should be the first priority of a preservation retrofit plan. Leakage of air into a building can account for 5 to 40 percent of space-conditioning costs, which can be one of the largest operational costs for buildings.¹ In addition, unwanted air leakage into and out of the building can lead to occupant comfort issues resulting from drafts. Air infiltration can be especially problematic in historic buildings because it is closely linked to increased moisture movement into building systems.

Air flow into and out of buildings is driven by three primary forces: wind pressure, mechanical pressure and the stack effect. Cold outside air that infiltrates the building through big holes, as well as through loose windows, doors, and cracks in the outer shell of the building, causes the heating system to work harder and consume more energy. In a multi-story building, cold air that enters the building at lower levels, including the basement or crawlspace, will travel up through the building and exit out leaky windows, gaps around windows and the attic as a result of temperature and pressure differential. This pattern of air movement

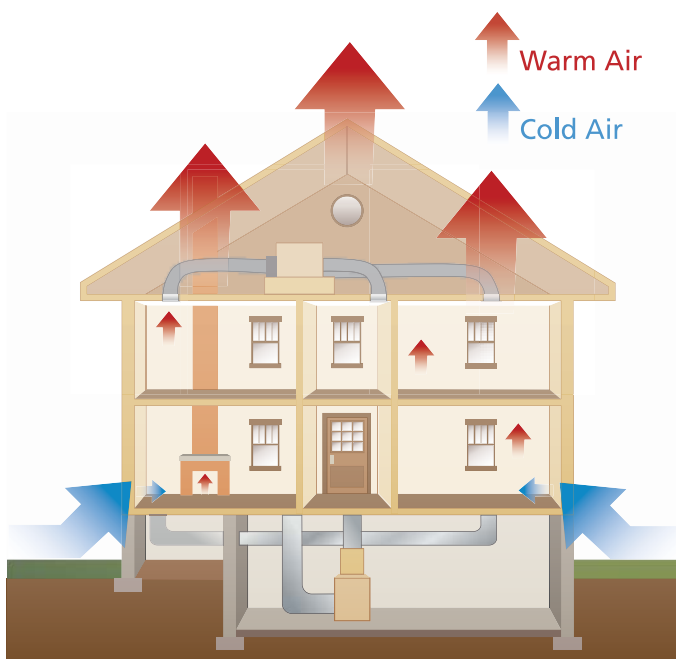


Fig. 10. The pattern of air movement referred to as the "stack effect". Illustration: Blank Space LLC.

is called the "stack effect." Not only is valuable conditioned air lost, but damaging moisture may also enter the wall cavities and attic spaces. To stop the stack effect, the top and bottom of the exterior walls, inter-floor bypasses, and any existing chases or shafts must be sealed, or "draft proofed." The use of spray foam sealants in basement and attic cracks is a particularly useful technique for reducing air infiltration.

Adding weatherstripping to doors and windows, sealing open cracks and joints at the base of walls and around windows and doors, sealing off recessed lighting fixtures from above, and sealing the intersection of walls and attic, will substantially reduce air leakage. When using exterior caulk to seal the intersection of siding and doors or windows, do not caulk the underside of clapboards or below windows to allow any liquid water to escape. When infiltration and, consequently, exfiltration are reduced, mechanical ventilation may be necessary to meet occupants' requirements for fresh air.

Add attic or roof insulation. Heat loss and gain caused by increased interior/exterior temperature differentials primarily due to the stack effect and solar radiation are greatest at the top of a building. Therefore, reducing heat transfer through the roof or attic should be one of the highest priorities in reducing energy consumption. Adding insulation in unoccupied, unfinished attics is not only very effective from an energy-savings perspective, but it is also generally simple to install and causes minimal disruption to historic materials. The U.S. Department of Energy (DOE) provides a recommended R-value chart based on climate zones to help determine the optimal amount of insulation that should be installed in a particular project. Local codes may also have specific insulation requirements. Insulating trap or access doors should not be overlooked. Even though they may be

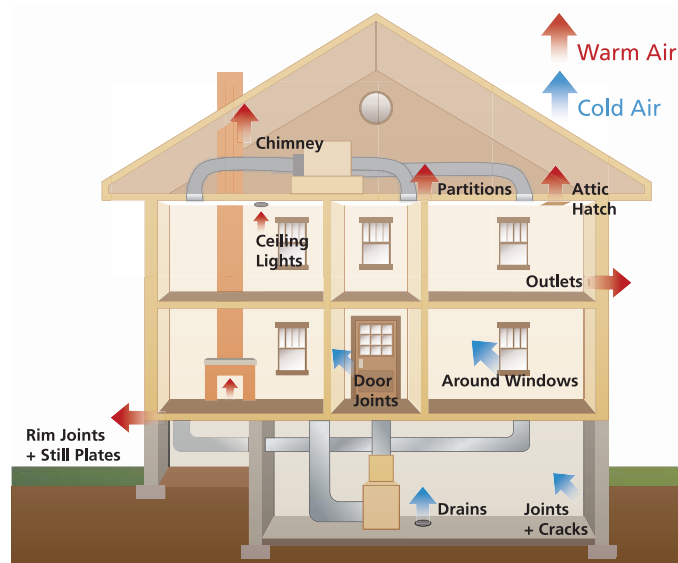


Fig. 11. Air infiltration and exfiltration. Illustration: Blank Space LLC.

small, attic doors can be responsible for substantial heat loss and should be addressed as part of any attic insulation project.

DOE Climate Zone Map

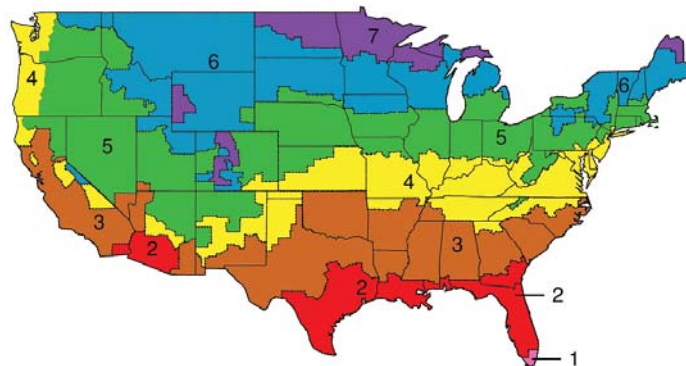


Fig. 12. Recommended energy improvements vary widely based on climate. The information contained in this document is based primarily on the available data for the Northeast and Mid-Atlantic regions.

In unfinished and unheated attics, the insulation material is typically placed between the floor joists using blown-in, batt, or rigid foam insulation. When using fiberglass batts faced with a vapor retarder, the vapor retarder should be face down towards the heated interior. However, the use of a vapor retarder is not necessary in attic applications. If additional batt insulation is being added over existing insulation that is near or above the top of the joists, new un-faced batts should be placed perpendicular to the old ones to cover the top of the joists and reduce thermal bridging through the frame members. In low-pitched roofs, or where installing batt insulation is difficult, a more complete coverage of the attic floor may be achieved by using blown-in insulation. Unfinished attics must be properly ventilated to allow excess heat to escape.

Radiant barriers may be used in attics to reduce thermal radiation across the air space between the roof deck and the attic floor in order to reduce summer heat gain. They are most beneficial in reducing cooling loads in hot climates and consist of a highly reflective sheet or coating, usually aluminum, applied to one or both sides of a flexible material. They are effective only when the foil surface faces an air space, and as long as the surface remains shiny – that is, free from dirt, dust, condensation and oxidation. Radiant barriers should not be installed directly over insulation on the attic floor, as they can act as vapor retarders and trap moisture in the insulation unless they are perforated. Their placement should be ventilated on both sides.

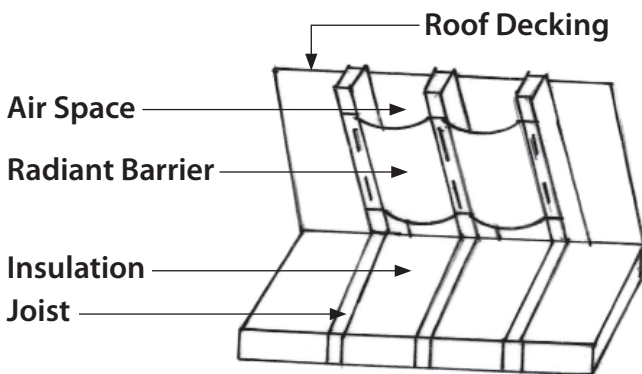


Fig. 13. Sample installation of a radiant barrier.

Insulating the underside of the roof rather than the attic floor increases the volume of the thermal envelope of the building, thus making this treatment inherently less energy efficient. However, when mechanical equipment and/or ductwork are housed in an attic space, placing the insulation under the roof and treating the attic as a conditioned space is strongly recommended. This treatment allows the equipment to operate more efficiently and can prevent moisture-related problems caused by condensation on the mechanical equipment.

When insulation is placed under the roof, all vents in the attic and the intersection between the walls and roof rafters must be sealed. Rigid foam or batt insulation placed between the roof rafters is a common method of insulating the underside of a roof. Open cell spray foam (.5lb/cuft) may sometimes be applied under the roof deck only when there are no gaps in the sheathing which could allow the foam to expand under slates or shingles, preventing the re-use of the roofing material. Also, if roof leaks do occur, they may go undetected until after major damage occurs. Consideration must also be given to the irreversibility of this procedure because the foam enters the pores of the wood. It may be more advisable to install a breathable layer of material that will allow for future removal without leaving a residue.

When total roof replacement is required because of deterioration, installing rigid foam insulation on top of the roof deck before laying the new roofing material

can be simple and effective, particularly on low-pitched or flat roofs. However, the added thickness of the roof caused by installing rigid foam can alter the appearance of projecting eaves, dormers, and other features. If this application would significantly alter the appearance of these features, consider other methods.

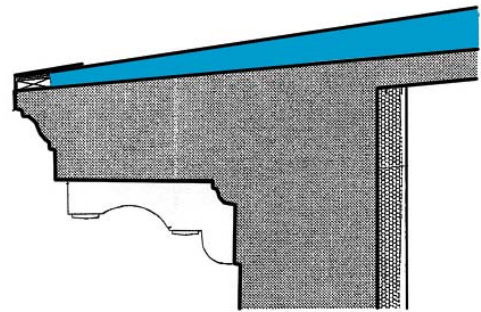


Fig. 14. Sample installation of rigid foam insulation, tapered at the edge to avoid altering the appearance of the roof.

Install storm windows. The addition of metal or wood exterior or interior storm windows may be advisable to increase the thermal performance of the windows in ways that weatherstripping and caulking cannot address. A single-glazed storm window may only increase a single-pane window's thermal resistance to R2, however, that is twice as good as a single-glazed window alone. It will make a noticeable contribution to the comfort level of the building occupant, with the added benefit of protecting the historic window from weathering. Using clear, non-tinted, low-e glass in the storm window can further increase the thermal performance of the window assembly without the loss of historic fabric. Studies have shown that the performance of a traditional wood window with the addition of a storm window can approach that of a double-glazed replacement window.² Some storm windows are available with insulated low-e glass, offering even higher thermal performance without the loss of the historic window. Furthermore, a storm window avoids the problem of irreparable seal failure on insulated glass units (IGUs) used in modern replacement windows. While the lifespan of the IGU depends both on the quality of the seal and other factors, it is unreasonable to expect more than 25 years. Once the seal fails, the sash itself will usually need to be entirely replaced.

By providing an additional insulating air space and adding a barrier to infiltration, storm windows improve comfort and reduce the potential for condensation on the glass. To be effective and compatible, storm windows must be tight fitting; include a sealing gasket around the glass; align with the meeting rail of the primary sash; match the color of the sash; and be caulked around the frame to reduce infiltration without interfering with any weep holes.

Whether a storm window or the historic window itself, the interior window must be the tighter of the two units to avoid condensation between the windows that can

occur in a cold climate that requires indoor heating. Condensation is a particular concern if it collects on the historic window, as can easily happen with a loose-fitting, storm window. While interior storm windows can be as thermally effective as exterior storm windows, appropriate gaskets must be used to ensure that damage-causing condensation does not form on the inside face of the historic window. Opening or removing the interior storm windows during non-heating months also helps to avoid the negative effects of moisture build-up.



Fig. 15. Original steel windows were retained and made operable during the rehabilitation of this historic mill complex. Insulated sliding windows were added on the interior to improve energy efficiency.



For large, steel industrial windows, the addition of interior, insulated sliding glass windows that align with the primary vertical mullions has proven to be a successful treatment that allows the primary window to remain operable.

Insulate basements and crawlspaces. The first step in addressing the insulation of basements and crawl spaces is to decide if they are to be part of the conditioned space and, therefore, within the thermal envelope of the building. If these areas are kept outside the thermal envelope of the building and treated as unconditioned areas, insulating between the floor joists on the underside of the subfloor is generally recommended. Alternatively, rigid foam insulation installed over the bottom of the floor joists on the basement or crawlspace side may also be used. All gaps between the unconditioned and conditioned areas of the building, including the band joists, should be air sealed to prevent air infiltration into the upper levels of the building.

If the crawlspace contains mechanical equipment, or if high levels of moist air enter the crawlspace through vents during the summer months, it is advisable to include the crawlspace within the thermal boundary of the building. As in attics, water vapor can condense on ducts and other equipment located in unconditioned basements and crawlspaces. In the past, building codes routinely required that crawlspaces be treated as non-

conditioned spaces and be ventilated. However, this has not proven to be a best practice in all cases. Ventilation through crawlspace vents does not keep the space dry during humid summers. All vents should be sealed and access doors weather-stripped. Rigid foam insulation installed on the interior face of the wall is recommended for basement and crawlspace foundation walls, only after all drainage issues have been addressed. Special attention should be given to ensure that all the joints between the insulation boards are sealed.

A moisture barrier on exposed dirt in a crawlspace is strongly recommended to prevent ground moisture from entering the building envelope. Whenever feasible, pouring a concrete slab over a moisture barrier in crawlspaces or basements with exposed dirt floors should be considered.

Seal and insulate ducts and pipes. A surprisingly enormous amount of energy is wasted when heated or cooled air escapes from supply ducts or when hot attic air leaks into air conditioning return ducts. Based on data collected in energy audits, as much as 35 percent of the conditioned air in an average central air conditioning system may escape from the ducts.³ Care must be taken to completely seal all connections in the duct system and adequately insulate the ducts, especially in unconditioned spaces. This loss of energy is another reason to treat attics, basements and crawlspaces as conditioned spaces. Ducts located in unconditioned spaces should be insulated based on the recommendations for the appropriate climate zone. Hot water pipes and water heaters should be insulated in unconditioned spaces to retain heat, and all water pipes insulated to prevent freezing in cold climates.

Weather strip doors and add storm doors. Historic wood doors are often significant features and should always be retained, rather than replaced. While an insulated replacement door may have a higher R-value, doors represent a small area of the total building envelope, and the difference in energy savings after replacement would be insignificant. The doors and frames should, however, have proper maintenance including regular painting, and the addition or renewal of weatherstripping. Storm doors can improve the thermal performance of the historic door in cold climates and may be especially recommended for a door with glazing. The design of the storm door should be compatible with the character of the historic door. A fully glazed storm door with a frame that matches the color of a historic door is often an appropriate choice because it allows for the historic door to remain visible. Storm doors are recommended primarily for residential buildings. They are not appropriate for commercial or industrial buildings. These buildings never had storm doors, because the doors were opened frequently or remained open for long periods. It may also not be appropriate to install a storm door on a highly significant entrance door. In some instances,

the addition of a storm door could add significant heat gain on certain exposures or in hot climates, which could degrade the material or finish of the historic door.

Add awnings and shading devices. Awnings and other shading devices can provide a considerable reduction of heat gain through windows and storefronts. Keeping existing awnings, or replacing them if previously removed, is a relatively easy way to enhance the energy performance of a building. Awnings should only be installed when they are compatible with the building type and character. In building types that did not have awnings historically, interior shades, blinds or shutters should be considered instead.

A wide range of shades, blinds and shutters is available for use in all types of buildings to control heat gain or loss through windows, as well as lighting levels. When properly installed, shades are a simple and cost-effective means of saving energy. Some shade fabrics block only a portion of the light coming in — allowing the use of natural light — while others block all or most of the light. The light-colored or reflective side of the shades should face the window to reduce heat gain. Quilted roller shades feature several layers of fiber batting and sealed edges, and these shades act as both insulation and an air barrier. They control air infiltration more effectively than other soft window treatments. Pleated or cellular shades provide dead air spaces within the cells to add insulation value. These shades, however, do not measurably control air infiltration.

Retractable awnings and interior shades should be kept lowered during the summer to prevent unwanted heat gain, but raised in the winter to take advantage of the heat gain. Interior shades, especially those that have some insulation value, should be lowered at night during the winter months.

Light shelves are architectural devices designed to maximize daylight coming through windows by reflecting it deeper into the building. These horizontal elements are usually mounted on the interior above head height in buildings with high ceilings. Although they can provide energy savings, they are not compatible with most historic buildings. In general, light shelves are most likely to be appropriate in some industrial or modernist-style buildings, or where the historic integrity of interior spaces has been lost and they can be installed without being visible from the exterior.

Requires More Alteration

Add interior vestibules. Vestibules that create a secondary air space or “air lock” are effective in reducing air infiltration when the exterior door is open. Exterior and interior vestibules are common architectural features of many historic buildings and should be retained wherever they exist. Adding an interior vestibule may also be appropriate in some historic buildings. For example, new glazed interior vestibules may be compatible changes to historic commercial and industrial buildings. New exterior vestibules will usually result in too great a change to the character of primary entrances, but may be acceptable in very limited instances, such as at rear entrances. Even in such instances, new vestibules should be compatible with the architectural character of the historic building.

Replace windows. Windows are character-defining features of most historic buildings. As discussed previously, the replacement of a historic window with a modern insulated unit is not usually a cost-effective choice. Historic wood windows have a much longer service life than replacement insulated windows, which cannot be easily repaired. Therefore, the sustainable choice is to repair historic windows and upgrade their thermal performance. However, if the historic windows are deteriorated beyond repair, if repair is impractical because of poor design or material performance, or if repair is economically infeasible, then replacement windows may be installed that match the historic windows in size, design, number of panes, muntin profile, color, reflective qualities of the glass, and the same relationship to the window opening.

Other options should also be considered before undertaking complete window replacement. If only the sash is severely deteriorated and the frame is repairable, then only the sash may need to be replaced. If the limited lifespan of insulated glass is not a concern, the new sash can be made to accommodate double glazing.



Fig. 16. Historic vestibules retain conditioned air in the living spaces.

Where the sashes are sound, but improved thermal performance without the use of a storm window is desired, some windows may be retrofitted with insulated glass. If the existing sash is of sufficient thickness, it may be routed to accept insulated, clear low-e glass without extensive loss of historic material or historic character. When insulated glass is added in a new or retrofitted sash, any weights will have to be modified to accommodate the significant extra weight.

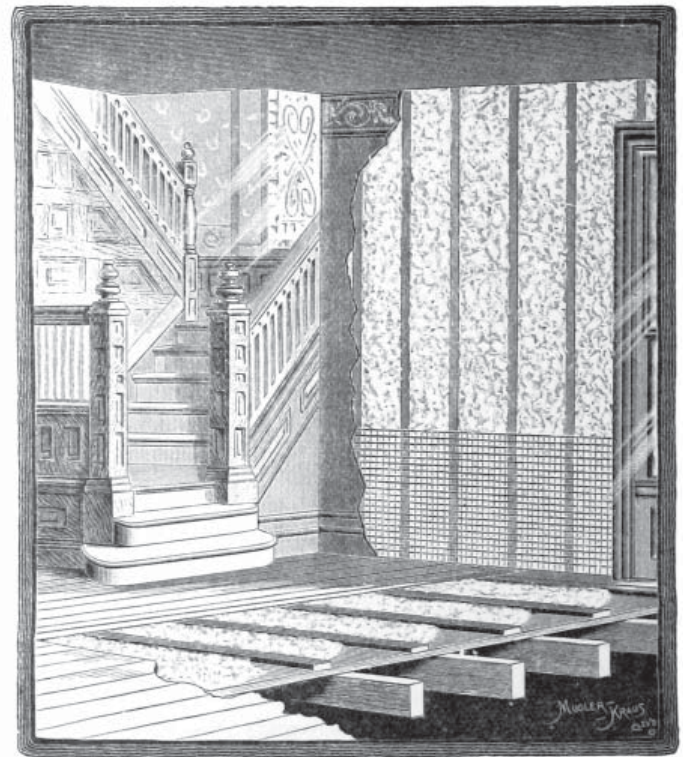
Wall Insulation

Adding wall insulation must be evaluated as part of the overall goal to improve the thermal efficiency of a building and should only be considered after the installation of attic and basement insulation. Can this goal be achieved without the use of wall insulation? Can insulation be added without causing significant loss of historic materials or accelerated deterioration of the wall assembly? Will it be cost effective? These are basic questions that must be answered before a decision is made to insulate the walls and may require professional evaluation.

Add insulation to wood-frame walls. Wood is particularly susceptible to damage from high moisture levels; therefore, addressing existing moisture problems before the addition of insulation is essential. Un-insulated historic wood buildings have a higher rate of air infiltration than modern buildings; while this makes older buildings less efficient thermally, it helps dissipate the unwanted moisture and thus keeps building assemblies dry. Climate, building geometry, the condition of the building materials, construction details, and many other factors make it difficult to assess the impact that adding insulation will have on reducing the air flow and, hence, the drying rate in a particular building. For this reason, predicting the impact of adding insulation to wood-frame walls is difficult.

Insulation Installed in the Wall Cavity: When sheathing is part of the wall assembly, and after any moisture-related problems have been addressed, adding insulation to the interior cavity of a wood-frame wall may be considered. Adding insulation in a wall where there is no sheathing between the siding and studs is more problematic, however, because moisture entering the wall cavity through cracks and joints by wind-driven rain or capillary action will wet the insulation in contact with the back of the siding.

Installing **blown-in insulation**, either dense-packed cellulose or fiberglass, into the wall cavity causes the least amount of damage to historic materials and finishes when there is access to the cavity walls, and it is therefore a common method of insulating wood-frame walls in existing buildings. In most cases, blowing insulation material into the wall cavity requires access through the exterior or interior wall surfaces. When historic plaster, wood paneling, or other interior historic decorative elements are present, accessing the



AN INTERIOR

Showing Mineral Wool in Floor, and Walls behind Wire Lath.

Fig. 17. Illustration of insulation from the 1889 trade catalog "The Uses of Mineral Wool in Architecture, Car Building and Steam Engineering". Collection Centre Canadien d'Architecture/Canadian Centre for Architecture, Montreal, Canada.

cavity from the exterior is recommended by removing individual siding boards at the top of each wall cavity. In this manner the boards can be reinstalled without unsightly drill holes on the exterior. If the plaster is deteriorated and will require repair, then the wall cavity may be accessed from the interior through holes drilled through non-decorative plaster.

Of the materials available, dense-packed cellulose fiber is most commonly used. Its R-value, ability to absorb and diffuse moisture, impediment to air flow, relatively simple installation, and low cost make it a popular choice. Cellulose insulation from most manufacturers is available in at least two grades that are characterized by the type of fire retardant added to the insulation. The fire retardants are usually: (1) a mix of ammonium sulfate and boric acid or (2) boric acid only (termed "borate only"). The recommended type of cellulose insulation for historic buildings is the "borate only" grade, as cellulose treated with sulfates reacts with moisture in the air and forms sulfuric acid which corrodes many metals.

Optimum conditions for installing insulation inside the wall cavity occur in buildings where either the exterior materials or interior finishes have been lost, or where the materials are deteriorated beyond repair and total replacement is necessary. However, wholesale removal of historic materials either on the exterior or interior face of a historic wall to facilitate insulation is

not recommended. Even when the exterior materials, such as wood siding, could potentially be reinstalled, this method, no matter how carefully executed, usually results in damage to, and loss of historic materials.



Fig. 18. Dense-packed cellulose insulation is being blown in through holes drilled in the sheathing. Once the operation has been completed, the shingles will be reinstalled. Photo: Edward Minch.

If the wall cavity is open, the opportunity to properly install **batt insulation** is available. A tight fit between the insulation and the adjacent building components is critical to the performance of the insulation. Batt insulation must be cut to the exact length of the cavity. A batt that is too short creates air spaces above and beneath the batt, allowing convection. A batt that is too long will bunch up, creating air pockets. Air pockets and convection currents significantly reduce the thermal performance of insulation. Each wall cavity should be completely filled. Unfaced, friction-fit batt insulation fluffed to fill the entire wall cavity is recommended. Any air gaps between the insulation and the framing or other assembly components must be avoided. Batts should be split around wiring, pipes, ducts and other elements in the wall rather than be pushed or compressed around obstacles.

When adding insulation to the sidewalls, the band joist area between floors in multi-story, platform-framed buildings should be included in the sidewall insulation retrofit. The R-value of the insulation installed in the band joist area should be at least equal to the R-value of

Band Joist

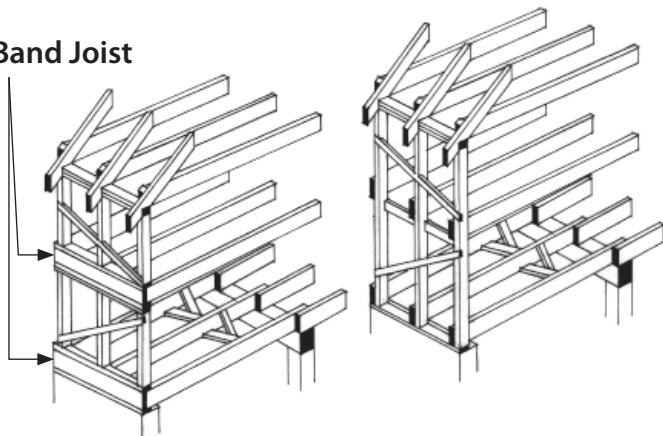


Fig. 19. Platform framing (left) and Balloon framing (right).

the insulation in the adjacent wall cavities. In balloon-framed buildings, the wall cavity is continuous between floors except where fire stops have been inserted.

The use of **spray foam or foamed-in-place insulation** would appear to have great potential for application in historic wood-frame buildings due to their ability to flow into wall cavities and around irregular obstacles. Their high R-value and function as an air barrier make them a tempting choice. However, their use presents several problems. The injected material bonds tightly to historic materials making its removal difficult, especially if it is encased in an existing wall. The pressure caused by the expansion rate of these foams within a wall can also damage historic material, including breaking the plaster keys or cracking existing plaster finishes.

Insulation Installed on Either Side of the Wall: Batt, rigid foam board, and spray foam insulation are commonly added to the interior face of walls in existing buildings by furring-out the walls to accommodate the additional thickness. However, this often requires the destruction or alteration of important architectural features, such as cornices, base boards, and window trim, and the removal or covering of plaster or other historic wall finishes. Insulation installed in this manner is only recommended in buildings where interior spaces and features lack architectural distinction or have lost significance due to previous alterations.



Fig. 20. The walls have been furred out inappropriately around the historic window trim creating an appearance the interior never had historically.

Adding rigid foam insulation to the exterior face of wood-frame buildings, while common practice in new construction, is never an appropriate treatment for historic buildings. Exterior installation of the foam boards requires removal of the existing siding and trim to install one or more layers of polyisocyanurate or polystyrene foam panels. Depending on the amount of insulation added for the particular climate, the wall thickness may be dramatically increased by moving

What about moisture?

The issue of moisture in insulated assemblies is the subject of much debate. While there is no conclusive way to predict all moisture problems, especially in historic buildings, experts seem to agree on a few basic tenants. Exterior materials in insulated buildings become colder in the winter and stay wet longer following a rain event. While the wetness may not pose a problem for robust materials, it may speed the deterioration of some building materials, and lead to more frequent maintenance such as repainting of wood or repointing of masonry. Summer moisture problems are most commonly associated with excessive indoor cooling and the use of interior wall finishes that act as vapor retarders (paint buildup or vinyl wall coverings). Good air-sealing at the ceiling plane usually controls moisture in insulated attics.

Most problems are caused by poor moisture management, poor detailing which does not allow the building to shed water, or inadequate drainage. Therefore, a thorough assessment of the building's ability to keep out unwanted moisture must be done before adding new insulation materials. Refer to Preservation Brief #39: *Holding the Line: Controlling Unwanted Moisture in Historic Buildings* for more information. Because of all the uncertainties associated with insulating walls, brick walls in particular, it may be advisable to hire a professional consultant who specializes in the many factors that affect the behavior of moisture in a building and can apply this expertise to the unique characteristics of a particular structure. Sophisticated tools such as computer modeling are useful to predict the performance of building assemblies, but they require interpretation by a skilled practitioner and the results are only as good as the data entered. It is important to remember, there are no reliable prescriptive measures to prevent moisture problems.⁴

Vapor Retarders (Barriers): Vapor retardants are commonly used in modern construction to manage the diffusion of moisture into wall cavities and attics. For vapor retardants to work properly, however, they must be continuous, which makes their installation difficult in existing buildings, and therefore generally not recommended. Even in new construction, installation of vapor retardants is not always indicated. Formerly, the recommended treatment was to install a vapor retardant toward the heated side of the wall (toward the interior space in cold climates and toward the exterior in hot climates). DOE now recommends that if moisture moves both to the interior and exterior of a building for significant parts of the year, it is better not to use a vapor retarder at all.⁵

the siding as much as 4 inches out from the sheathing. Even if the historic siding and trim could be removed and reapplied without significant damage, the historic relationship of windows to walls, walls to eaves, and eaves to roof would be altered, which would compromise the architectural integrity and appearance of the historic building.

Solid Masonry Walls: As with frame buildings, installing insulation on the interior walls of a historic masonry structure should be avoided when it would involve covering or removing important architectural features and finishes, or when the added thickness would significantly alter the historic character of the interior. The addition of insulation on solid masonry walls in cold climates results in a decreased drying rate, an increased frequency of freeze-thaw cycles, and prolonged periods of warmer and colder temperatures of the masonry. These changes can have a direct effect on the durability of materials.



Fig. 21. The interior face of a brick masonry wall shows damage that resulted from the installation of a vapor retardant (foil facing) and thermal insulation. Photo: Simpson Gumpertz & Heger.

Depending on the type of masonry, exterior masonry walls can absorb a significant amount of water when it rains. Masonry walls dry both toward the exterior and the interior. When insulation is added to the interior side of a masonry wall, the insulation material reduces the drying rate of the wall toward the interior, causing the wall to stay wet for longer periods of time. Depending on the local climate, this could result in damage to the historic masonry, damage to interior finishes, and deterioration of wood or steel structural components

imbedded in the wall. Masonry walls of buildings that are heated during the winter benefit from the transfer of heat from the inside to the outside face of the walls. This thermal transfer protects the exterior face of the wall by reducing the possibility of water freezing in the outer layers of the wall, particularly in cold and wet climates. The addition of insulation on the interior of the wall not only prolongs the drying rate of the exterior masonry wall, but keeps it colder as well, thereby increasing the potential for damage due to freeze-thaw cycles.⁶

Extreme swings in temperature may also have negative effects on a historic masonry wall. The addition of insulation materials to a historic masonry wall decreases its ability to transfer heat; thus, walls tend to stay warm or cold for longer periods of time. In addition, walls exposed to prolonged solar radiation during winter months can also be subject to higher swings in surface temperature during the day. Deleterious effects due to stress caused by expansion and contraction of the building assembly components can result.

Buildings with masonry materials of higher porosity, such as those built with low-fired brick, or certain soft stones, are particularly susceptible to freeze-thaw cycles and must be carefully evaluated prior to adding insulation. Inspection of the masonry in areas that are not heated such as parapets, exposed wing walls, or other parts of the building is particularly important. A noticeable difference in the amount of spalling or sanding of the masonry in these areas could predict that the same type of deterioration will occur throughout the building after the walls are insulated. Brick that was fired at lower temperatures was often used on the inside face of the wall or on secondary elevations. Even masonry walls faced with more robust materials such as granite may have brick, rubble, mortar or other less durable materials as backing.

Spray foams are being used for insulation in many masonry buildings. Their ability to be applied over irregular surfaces, provide good air tightness, and continuity at intersections between, walls, ceilings, floors and window perimeters makes them well suited for use in existing buildings. However, the long-term effects of adding either open- or closed-cell foams to insulate historic masonry walls as well as performance of these products have not been adequately documented. Use of foam insulation in buildings with poor quality masonry or uncontrolled rising damp problems should be avoided.

Periodic monitoring of the condition of insulated masonry walls is strongly recommended regardless of the insulation material added.

Install cool roofs and green roofs: Cool roofs and vegetated “green roofs” help to reduce the heat gain from the roof, thereby cooling the building and its environment. Cool roofs include reflective metal roofs,

light-colored or white roofs, and fiberglass shingles that have a coating of reflective crystals. All of these roofing materials reflect the sun’s radiation away from the building, which lessens heat gain, resulting in a reduction of the cooling load. Cool roofs are generally not practical in northern climates where buildings benefit from the added heat gain of a dark-colored roof during colder months. Cool and green roofs are appropriate for use on historic buildings only when they are compatible with their architectural character, such as flat roofs with no visibility. A white-colored roof that is readily visible is not appropriate for historic metal roofs that were traditionally painted a dark color, such as green or iron oxide red. A white reflective roof is most suitable on flat roofed historic buildings. If a historic building has a slate roof, for example, removing the slate to install a metal roof is not a compatible treatment. It is never appropriate to remove a historic roof if the material is in good or repairable condition to install a cool roof. However, if the roof has previously been changed to an asphalt shingle roof, fiberglass shingles with special reflective granules may be an appropriate replacement.



Fig. 22. Installation of both cool and green roofs in an urban environment.

A green roof consists of a thin layer of vegetation planted over a waterproofing system or in trays installed on top of an existing flat or slightly sloped roof. Green roofs are primarily beneficial in urban contexts to reduce the heat island effect in cities and to control storm water run-off. A green roof also reduces the cooling load of the building and helps cool the surrounding urban environment, filters air, collects and filters storm water, and can provide urban amenities, including vegetable gardens, for building occupants. The impact of increased

structural loads, added moisture, and potential for leaks must be considered before installing a green roof. A green roof is compatible on a historic building only if the plantings are not visible above the roofline as seen from below.

Alternative Energy Sources

Although not the focus of this publication, alternative energy sources are dealt with in more detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings* and other NPS publications.

Devices that utilize solar, geothermal, wind and other sources of energy to help reduce consumption of fossil fuel-generated energy can often be successfully incorporated in historic building retrofits. However, if the alterations or costs required to install these devices do not make their installation economically feasible, buying power generated off site from renewable sources may also be a good alternative. The use of most alternative energy strategies should be pursued only after all other upgrades have been implemented to make the building more energy efficient because their initial installation cost is usually high.

Solar Energy: Man has sought to harness the power of solar energy to heat, cool, and illuminate buildings throughout history. Construction techniques and design strategies that utilize building materials and components to collect, store, and release heat from the sun are described as “passive solar design.” As previously discussed, many historic buildings include passive solar features that should be retained and may be enhanced. Compatible additions to historic buildings also offer opportunities to incorporate passive solar features. Active solar devices, such as solar heat collectors and photovoltaic systems, can be added to historic buildings to decrease reliance on grid-source fossil-fuel powered electricity. Incorporating active solar devices in existing buildings is becoming more common as solar collector technology advances. Adding this technology to historic buildings, however, must be done in a manner that has a minimal impact on historic roofing materials and preserves their character by placing them in locations with limited or no visibility, i.e., on flat roofs at a low angle or on a secondary roof slope.

Solar collectors used to heat water can be relatively simple. More complex solar collectors heat a fluid or air that is then pumped through the system to heat or cool interior spaces. Photovoltaic panels (PV) transform solar radiation into electricity. The greatest potential for the use of PV panels in historic buildings is on buildings with large flat roofs, high parapets, or roof configurations that allow solar panels to be installed without being prominently visible. The feasibility of installing solar devices in small commercial and residential buildings will depend on installation costs, conventional energy rates, and available incentives, all of

which will vary with time and location. The same factors apply to the use of solar collectors for heating water, but smaller installations may meet a building's need and the technology has a considerable track record.



Fig. 23. Solar collectors installed in a compatible manner on low sloping sawtooth monitors. Top Photo: Neil Mishalov, Berkeley, CA.

Geothermal Energy: The use of the earth's heat is another source of readily-accessible clean energy. The most common systems that utilize this form of energy are geothermal heat pumps, also known as geo-exchange, earth-coupled, ground-source, or water-source heat pumps. Introduced in the late 1940s, geothermal heat pumps rely on heat from the constant temperature of the earth, unlike most other heat pumps which use the outside air temperature as the exchange medium. This makes geothermal heat pumps more efficient than conventional heat pumps because they do not require an electric back-up heat source during prolonged periods of cold weather.

There are many reasons that geothermal heat pumps are well suited for use in historic buildings. They can reduce the amount of energy consumption and emissions considerably, compared to the air exchange systems or electric resistance heating of conventional HVAC systems. They require less equipment space, have fewer moving parts, provide better zone space conditioning, and maintain better internal humidity levels. Geothermal heat pumps are also quieter because they do not require external air compressors. Despite higher installation costs, geothermal systems offer long-term operational savings and adaptability that may make them a worthwhile investment in some historic buildings.

Wind Energy: For historic properties in rural areas, where wind power has been utilized historically, installation of a wind mill or turbine may be suitable to the historic setting and cost effective. Before choosing to install wind-powered equipment, the potential benefit and the impact on the historic character of the building, the site and surrounding historic district must be analyzed. In order for the turbines to work effectively, average wind speeds of 10 mph or higher are necessary. This technology may not be practical in more densely-populated areas sheltered from winds or regions where winds are not consistent. In cities with tall buildings, there is potential for installing relatively small rooftop turbines that are not visible from the ground. However, because of the initial cost and size of some turbines, it is generally more practical to purchase wind power from an off-site wind farm through the local utility company.

Summary

With careful planning, the energy efficiency of historic buildings can be optimized without negatively impacting their historic character and integrity. Measuring the energy performance of buildings after improvements are completed must not be overlooked, as it is the only way to verify that the treatments have had the intended effect. Ongoing monitoring of buildings and their components after alterations to historic building assemblies are completed can prevent irreparable damage to historic materials. This, along with regular maintenance, can ensure the long-term preservation of our historic built environment and the sustainable use of our resources.

End Notes

¹ John Krigger and Chris Dorsi, "Air Leakage," in *Residential Energy: Cost Savings and Comfort for Existing Buildings*. Helena, Montana: Saturn Resource Management, 2004, p. 73.

² *Measured Winter Performance of Storm Windows*. A 2002 study done by Lawrence Berkeley National Labs.

³ *Midwest Weatherization Best Practices Field Guide*. Prepared for the U.S. Department of Energy Weatherization Assistance Program, May 2007, p. 157.

⁴ Adapted from comments provided by William B. Rose, Research Architect, University of Illinois, April 2011.

⁵ U.S. Department of Energy, *Insulation Fact Sheet*, DOE/CE-0180, 2008, p.14.

⁶ Bradford S. Carpenter, P.E., LEED AP et al., *The Designer's Dilemma: Modern Performance Expectations and Historic Masonry Walls* (paper presented at the RCI 2010 Symposium on Building Envelope Technology, San Antonio, Texas).

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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. Additional information about the programs of Technical Preservation Services is available on the website at www.nps.gov/tps. Comments about this publication should be addressed to: Charles E. Fisher, Technical Preservation Publications Program Manager, Technical Preservation Services, National Park Service, 1201 Eye Street, NW, 6th Floor, Washington, DC 20005. This publication is not copyrighted and can be reproduced without penalty. Normal procedures for credit to the authors and the National Park Service are appreciated. The photographs used in this publication may not be used to illustrate other publications without permission of the owners. *Cover photograph: Farmhouse with energy efficient historic storm windows.*



U.S. Department of the Interior
National Park Service
Cultural Resources
Heritage Preservation Services

Preservation Briefs: 9

The Repair of Historic Wooden Windows

John H. Myers

The windows on many historic buildings are an important aspect of the architectural character of those buildings. Their design, craftsmanship, or other qualities may make them worthy of preservation. This is self-evident for ornamental windows, but it can be equally true for warehouses or factories where the windows may be the most dominant visual element of an otherwise plain building (see figure 1). Evaluating the significance of these windows and planning for their repair or replacement can be a complex process involving both objective and subjective considerations. The *Secretary of the Interior's Standards for Rehabilitation*, and the accompanying guidelines, call for respecting the significance of original materials and features, repairing and retaining them wherever possible, and when necessary, replacing them in kind. This Brief is based on the issues of significance and repair which are implicit in the standards, but the primary emphasis is on the technical issues of planning for the repair of windows including evaluation of their physical condition, techniques of repair, and design considerations when replacement is necessary.

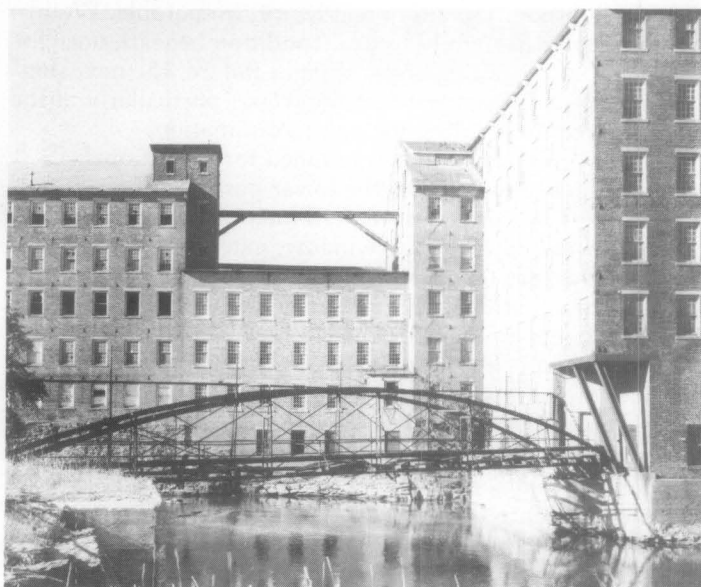


Figure 1. Windows are frequently important visual focal points, especially on simple facades such as this mill building. Replacement of the multi-pane windows here with larger panes could dramatically change the appearance of the building. The areas of missing windows convey the impression of such a change. Photo: John T. Lowe

Much of the technical section presents repair techniques as an instructional guide for the do-it-yourselfer. The information will be useful, however, for the architect, contractor, or developer on large-scale projects. It presents a methodology for approaching the evaluation and repair of existing windows, and considerations for replacement, from which the professional can develop alternatives and specify appropriate materials and procedures.

Architectural or Historical Significance

Evaluating the architectural or historical significance of windows is the first step in planning for window treatments, and a general understanding of the function and history of windows is vital to making a proper evaluation. As a part of this evaluation, one must consider four basic window functions: admitting light to the interior spaces, providing fresh air and ventilation to the interior, providing a visual link to the outside world, and enhancing the appearance of a building. No single factor can be disregarded when planning window treatments; for example, attempting to conserve energy by closing up or reducing the size of window openings may result in the use of *more* energy by increasing electric lighting loads and decreasing passive solar heat gains.

Historically, the first windows in early American houses were casement windows; that is, they were hinged at the side and opened outward. In the beginning of the eighteenth century single- and double-hung windows were introduced. Subsequently many styles of these vertical sliding sash windows have come to be associated with specific building periods or architectural styles, and this is an important consideration in determining the significance of windows, especially on a local or regional basis. Site-specific, regionally oriented architectural comparisons should be made to determine the significance of windows in question. Although such comparisons may focus on specific window types and their details, the ultimate determination of significance should be made within the context of the whole building, wherein the windows are one architectural element (see figure 2).

After all of the factors have been evaluated, *windows should be considered significant to a building if they:* 1) are original, 2) reflect the original design intent for the building, 3) reflect period or regional styles or building practices, 4) reflect changes to the building resulting from major periods or events, or 5) are examples of exceptional craftsmanship or design. Once this evaluation of significance has been completed, it is possible to pro-

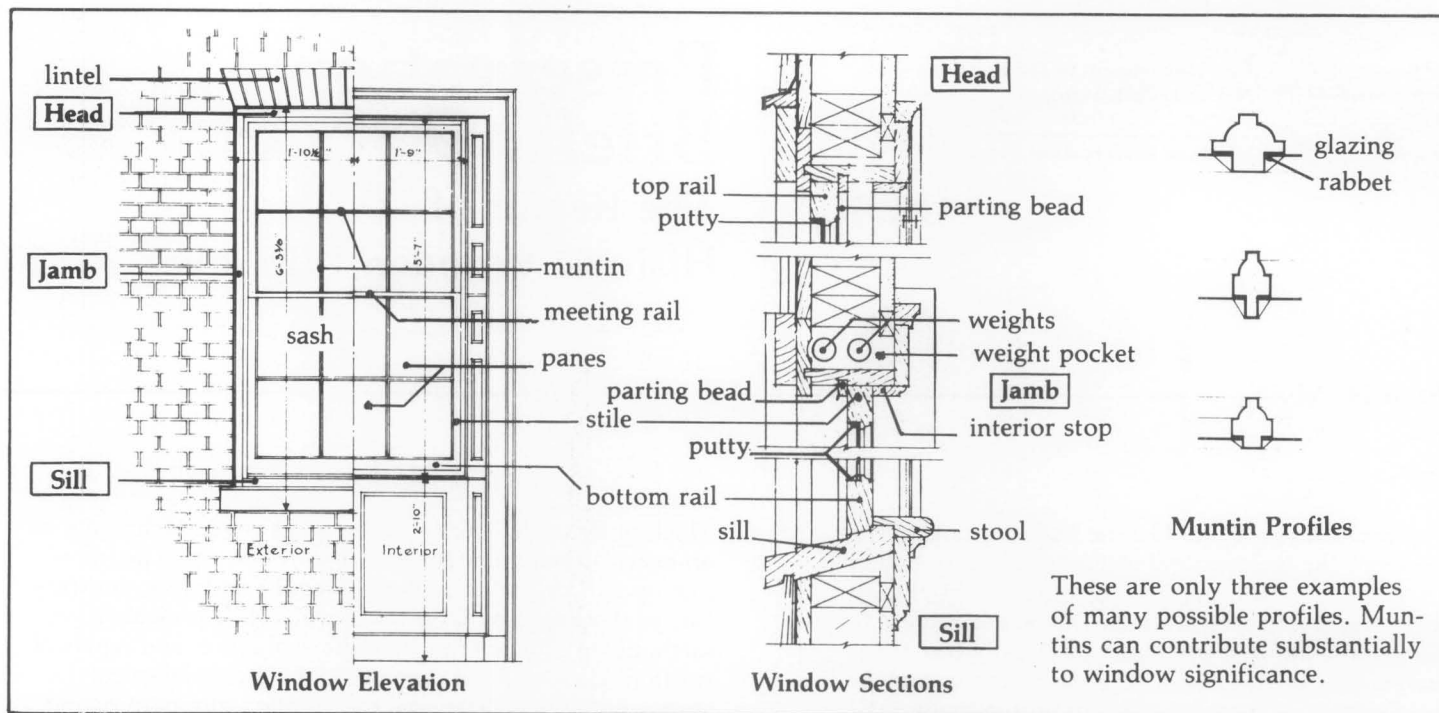


Figure 2. These drawings of window details identify major components, terminology, and installation details for a wooden double-hung window.

ceed with planning appropriate treatments, beginning with an investigation of the physical condition of the windows.

Physical Evaluation

The key to successful planning for window treatments is a careful evaluation of existing physical conditions on a unit-by-unit basis. A graphic or photographic system may be devised to record existing conditions and illustrate the scope of any necessary repairs. Another effective tool is a window schedule which lists all of the parts of each window unit. Spaces by each part allow notes on existing conditions and repair instructions. When such a schedule is completed, it indicates the precise tasks to be performed in the repair of each unit and becomes a part of the specifications. In any evaluation, one should note at a minimum, 1) window location, 2) condition of the paint, 3) condition of the frame and sill, 4) condition of the sash (rails, stiles and muntins), 5) glazing problems, 6) hardware, and 7) the overall condition of the window (excellent, fair, poor, and so forth).

Many factors such as poor design, moisture, vandalism, insect attack, and lack of maintenance can contribute to window deterioration, but moisture is the primary contributing factor in wooden window decay. All window units should be inspected to see if water is entering around the edges of the frame and, if so, the joints or seams should be caulked to eliminate this danger. The glazing putty should be checked for cracked, loose, or missing sections which allow water to saturate the wood, especially at the joints. The back putty on the interior side of the pane should also be inspected, because it creates a seal which prevents condensation from running down into the joinery. The sill should be examined to insure that it slopes downward away from the building and allows water to drain off. In addition, it may be advisable to cut a dripline along the underside of the sill. This almost invisible treatment will insure proper water run-off, particu-

larly if the bottom of the sill is flat. Any conditions, including poor original design, which permit water to come in contact with the wood or to puddle on the sill must be corrected as they contribute to deterioration of the window.

One clue to the location of areas of excessive moisture is the condition of the paint; therefore, each window should be examined for areas of paint failure. Since excessive moisture is detrimental to the paint bond, areas of paint blistering, cracking, flaking, and peeling usually identify points of water penetration, moisture saturation, and potential deterioration. Failure of the paint should not, however, be mistakenly interpreted as a sign that the wood is in poor condition and hence, irreparable. Wood is frequently in sound physical condition beneath unsightly paint. After noting areas of paint failure, the next step is to inspect the condition of the wood, particularly at the points identified during the paint examination.

Each window should be examined for operational soundness beginning with the lower portions of the frame and sash. Exterior rainwater and interior condensation can flow downward along the window, entering and collecting at points where the flow is blocked. The sill, joints between the sill and jamb, corners of the bottom rails and muntin joints are typical points where water collects and deterioration begins (see figure 3). The operation of the window (continuous opening and closing over the years and seasonal temperature changes) weakens the joints, causing movement and slight separation. This process makes the joints more vulnerable to water which is readily absorbed into the end-grain of the wood. If severe deterioration exists in these areas, it will usually be apparent on visual inspection, but other less severely deteriorated areas of the wood may be tested by two traditional methods using a small ice pick.

An ice pick or an awl may be used to test wood for soundness. The technique is simply to jab the pick into a wetted wood surface at an angle and pry up a small sec-

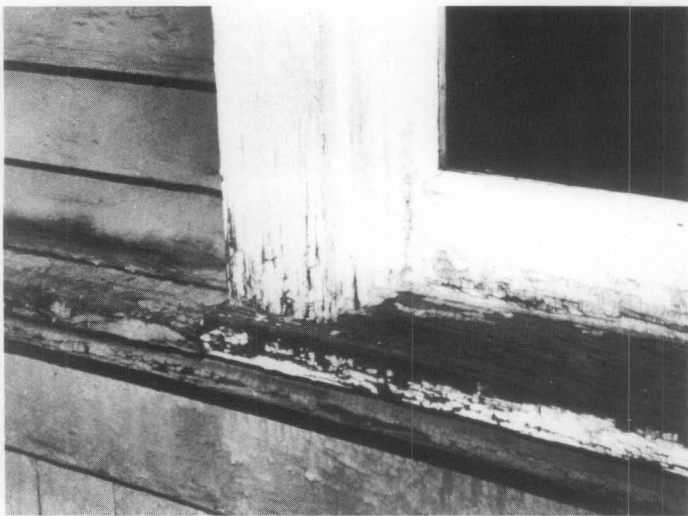


Figure 3. Deterioration of poorly maintained windows usually begins on horizontal surfaces and at joints where water can collect and saturate the wood. The problem areas are clearly indicated by paint failure due to moisture. Photo: Baird M. Smith, AIA

tion of the wood. Sound wood will separate in long fibrous splinters, but decayed wood will lift up in short irregular pieces due to the breakdown of fiber strength.

Another method of testing for soundness consists of pushing a sharp object into the wood, perpendicular to the surface. If deterioration has begun from the hidden side of a member and the core is badly decayed, the visible surface may appear to be sound wood. Pressure on the probe can force it through an apparently sound skin to penetrate deeply into decayed wood. This technique is especially useful for checking sills where visual access to the underside is restricted.

Following the inspection and analysis of the results, the scope of the necessary repairs will be evident and a plan for the rehabilitation can be formulated. Generally the actions necessary to return a window to "like new" condition will fall into three broad categories: 1) routine maintenance procedures, 2) structural stabilization, and 3) parts replacement. These categories will be discussed in the following sections and will be referred to respectively as Repair Class I, Repair Class II, and Repair Class III. Each successive repair class represents an increasing level of difficulty, expense, and work time. Note that most of the points mentioned in Repair Class I are routine maintenance items and should be provided in a regular maintenance program for any building. The neglect of these routine items can contribute to many common window problems.

Before undertaking any of the repairs mentioned in the following sections all sources of moisture penetration should be identified and eliminated, and all existing decay fungi destroyed in order to arrest the deterioration process. Many commercially available fungicides and wood preservatives are toxic, so it is extremely important to follow the manufacturer's recommendations for application, and store all chemical materials away from children and animals. After fungicidal and preservative treatment the windows may be stabilized, retained, and restored with every expectation for a long service life.

Repair Class I: Routine Maintenance

Repairs to wooden windows are usually labor intensive and relatively uncomplicated. On small scale projects this

allows the do-it-yourselfer to save money by repairing all or part of the windows. On larger projects it presents the opportunity for time and money which might otherwise be spent on the removal and replacement of existing windows, to be spent on repairs, subsequently saving all or part of the material cost of new window units. Regardless of the actual costs, or who performs the work, the evaluation process described earlier will provide the knowledge from which to specify an appropriate work program, establish the work element priorities, and identify the level of skill needed by the labor force.

The routine maintenance required to upgrade a window to "like new" condition normally includes the following steps: 1) some degree of interior and exterior paint removal, 2) removal and repair of sash (including reglazing where necessary), 3) repairs to the frame, 4) weatherstripping and reinstallation of the sash, and 5) repainting. These operations are illustrated for a typical double-hung wooden window (see figures 4a-f), but they may be adapted to other window types and styles as applicable.

Historic windows have usually acquired many layers of paint over time. Removal of excess layers or peeling and flaking paint will facilitate operation of the window and restore the clarity of the original detailing. Some degree of paint removal is also necessary as a first step in the proper surface preparation for subsequent refinishing (if paint color analysis is desired, it should be conducted prior to the onset of the paint removal). There are several safe and effective techniques for removing paint from wood, depending on the amount of paint to be removed. Several techniques such as scraping, chemical stripping, and the use of a hot air gun are discussed in "Preservation Briefs: 10 Paint Removal from Historic Woodwork" (see Additional Reading section at end).

Paint removal should begin on the interior frames, being careful to remove the paint from the interior stop and the parting bead, particularly along the seam where these stops meet the jamb. This can be accomplished by running a utility knife along the length of the seam, breaking the paint bond. It will then be much easier to remove the stop, the parting bead and the sash. The interior stop may be initially loosened from the sash side to avoid visible scarring of the wood and then gradually pried loose using a pair of putty knives, working up and down the stop in small increments (see figure 4b). With the stop removed, the lower or interior sash may be withdrawn. The sash cords should be detached from the sides of the sash and their ends may be pinned with a nail or tied in a knot to prevent them from falling into the weight pocket.

Removal of the upper sash on double-hung units is similar but the parting bead which holds it in place is set into a groove in the center of the stile and is thinner and more delicate than the interior stop. After removing any paint along the seam, the parting bead should be carefully pried out and worked free in the same manner as the interior stop. The upper sash can be removed in the same manner as the lower one and both sash taken to a convenient work area (in order to remove the sash the interior stop and parting bead need only be removed from one side of the window). Window openings can be covered with polyethylene sheets or plywood sheathing while the sash are out for repair.

The sash can be stripped of paint using appropriate techniques, but if any heat treatment is used (see figure 4c), the glass should be removed or protected from the sudden temperature change which can cause breakage. An



Figure 4a. The following series of photographs of the repair of a historic double-hung window use a unit which is structurally sound but has many layers of paint, some cracked and missing putty, slight separation at the joints, broken sash cords, and one cracked pane. Photo: John H. Myers



Figure 4b. After removing paint from the seam between the interior stop and the jamb, the stop can be pried out and gradually worked loose using a pair of putty knives as shown. To avoid visible scarring of the wood, the sash can be raised and the stop pried loose initially from the outer side. Photo: John H. Myers



Figure 4c. Sash can be removed and repaired in a convenient work area. Paint is being removed from this sash with a hot air gun while an asbestos sheet protects the glass from sudden temperature change. Photo: John H. Myers

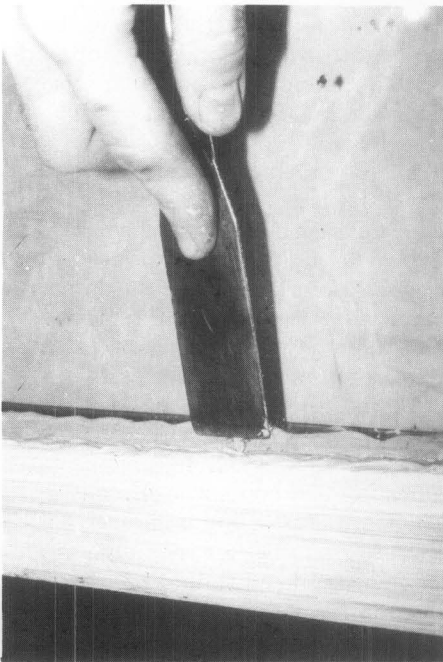


Figure 4d. Reglazing or replacement of the putty requires that the existing putty be removed manually, the glazing points be extracted, the glass removed, and the back putty scraped out. To reglaze, a bed of putty is laid around the perimeter of the rabbet, the pane is pressed into place, glazing points are inserted to hold the pane (shown), and a final seal of putty is beveled around the edge of the glass. Photo: John H. Myers



Figure 4e. A common repair is the replacement of broken sash cords with new cords (shown) or with chains. The weight pocket is often accessible through a removable plate in the jamb, or by removing the interior trim. Photo: John H. Myers



Figure 4f. Following the relatively simple repairs, the window is weathertight, like new in appearance, and serviceable for many years to come. Both the historic material and the detailing and craftsmanship of this original window have been preserved. Photo: John H. Myers

overlay of aluminum foil on gypsum board or asbestos can protect the glass from such rapid temperature change. It is important to protect the glass because it may be historic and often adds character to the window. Deteriorated putty should be removed manually, taking care not to damage the wood along the rabbet. If the glass is to be removed, the glazing points which hold the glass in place can be extracted and the panes numbered and removed for cleaning and reuse in the same openings. With the glass panes out, the remaining putty can be removed and the sash can be sanded, patched, and primed with a preservative primer. Hardened putty in the rabbets may be softened by heating with a soldering iron at the point of removal. Putty remaining on the glass may be softened by soaking the panes in linseed oil, and then removed with less risk of breaking the glass. Before reinstalling the glass, a bead of glazing compound or linseed oil putty should be laid around the rabbet to cushion and seal the glass. Glazing compound should only be used on wood which has been brushed with linseed oil and primed with an oil based primer or paint. The pane is then pressed into place and the glazing points are pushed into the wood around the perimeter of the pane (see figure 4d). The final glazing compound or putty is applied and beveled to complete the seal. The sash can be refinished as desired on the inside and painted on the outside as soon as a "skin" has formed on the putty, usually in 2 or 3 days. Exterior paint should cover the beveled glazing compound or putty and lap over onto the glass slightly to complete a weathertight seal. After the proper curing times have elapsed for paint and putty, the sash will be ready for reinstallation.

While the sash are out of the frame, the condition of the wood in the jamb and sill can be evaluated. Repair and refinishing of the frame may proceed concurrently with repairs to the sash, taking advantage of the curing times for the paints and putty used on the sash. One of the most common work items is the replacement of the sash cords with new rope cords or with chains (see figure 4e). The weight pocket is frequently accessible through a door on the face of the frame near the sill, but if no door exists, the trim on the interior face may be removed for access. Sash weights may be increased for easier window operation by elderly or handicapped persons. Additional repairs to the frame and sash may include consolidation or replacement of deteriorated wood. Techniques for these repairs are discussed in the following sections.

The operations just discussed summarize the efforts necessary to restore a window with minor deterioration to "like new" condition (see figure 4f). The techniques can be applied by an unskilled person with minimal training and experience. To demonstrate the practicality of this approach, and photograph it, a Technical Preservation Services staff member repaired a wooden double-hung, two over two window which had been in service over ninety years. The wood was structurally sound but the window had one broken pane, many layers of paint, broken sash cords and inadequate, worn-out weatherstripping. The staff member found that the frame could be stripped of paint and the sash removed quite easily. Paint, putty and glass removal required about one hour for each sash, and the reglazing of both sash was accomplished in about one hour. Weatherstripping of the sash and frame, replacement of the sash cords and reinstallation of the sash, parting bead, and stop required an hour and a half. These times refer only to individual operations; the entire proc-

ess took several days due to the drying and curing times for putty, primer, and paint, however, work on other window units could have been in progress during these lag times.

Repair Class II: Stabilization

The preceding description of a window repair job focused on a unit which was operationally sound. Many windows will show some additional degree of physical deterioration, especially in the vulnerable areas mentioned earlier, but even badly damaged windows can be repaired using simple processes. Partially decayed wood can be water-proofed, patched, built-up, or consolidated and then painted to achieve a sound condition, good appearance, and greatly extended life. Three techniques for repairing partially decayed or weathered wood are discussed in this section, and all three can be accomplished using products available at most hardware stores.

One established technique for repairing wood which is split, checked or shows signs of rot, is to: 1) dry the wood, 2) treat decayed areas with a fungicide, 3) water-proof with two or three applications of boiled linseed oil (applications every 24 hours), 4) fill cracks and holes with putty, and 5) after a "skin" forms on the putty, paint the surface. Care should be taken with the use of fungicide which is toxic. Follow the manufacturers' directions and use only on areas which will be painted. When using any technique of building up or patching a flat surface, the finished surface should be sloped slightly to carry water away from the window and not allow it to puddle. Caulking of the joints between the sill and the jamb will help reduce further water penetration.

When sills or other members exhibit surface weathering they may also be built-up using wood putties or home-made mixtures such as sawdust and resorcinol glue, or whitening and varnish. These mixtures can be built up in successive layers, then sanded, primed, and painted. The same caution about proper slope for flat surfaces applies to this technique.

Wood may also be strengthened and stabilized by consolidation, using semi-rigid epoxies which saturate the porous decayed wood and then harden. The surface of the consolidated wood can then be filled with a semi-rigid epoxy patching compound, sanded and painted (see figure 5). Epoxy patching compounds can be used to build up



Figure 5. This illustrates a two-part epoxy patching compound used to fill the surface of a weathered sill and rebuild the missing edge. When the epoxy cures, it can be sanded smooth and painted to achieve a durable and waterproof repair. Photo: John H. Myers

missing sections or decayed ends of members. Profiles can be duplicated using hand molds, which are created by pressing a ball of patching compound over a sound section of the profile which has been rubbed with butcher's wax. This can be a very efficient technique where there are many typical repairs to be done. Technical Preservation Services has published *Epoxy for Wood Repairs in Historic Buildings* (see Additional Reading section at end), which discusses the theory and techniques of epoxy repairs. The process has been widely used and proven in marine applications; and proprietary products are available at hardware and marine supply stores. Although epoxy materials may be comparatively expensive, they hold the promise of being among the most durable and long lasting materials available for wood repair.

Any of the three techniques discussed can stabilize and restore the appearance of the window unit. There are times, however, when the degree of deterioration is so advanced that stabilization is impractical, and the only way to retain some of the original fabric is to replace damaged parts.

Repair Class III: Splices and Parts Replacement

When parts of the frame or sash are so badly deteriorated that they cannot be stabilized there are methods which permit the retention of some of the existing or original fabric. These methods involve replacing the deteriorated parts with new matching pieces, or splicing new wood into existing members. The techniques require more skill and are more expensive than any of the previously discussed alternatives. It is necessary to remove the sash and/or the affected parts of the frame and have a carpenter or woodworking mill reproduce the damaged or missing parts. Most millwork firms can duplicate parts, such as muntins, bottom rails, or sills, which can then be incorporated into the existing window, but it may be necessary to shop around because there are several factors controlling the practicality of this approach. Some woodworking mills do not like to repair old sash because nails or other foreign objects in the sash can damage expensive knives (which cost far more than their profits on small repair jobs); others do not have cutting knives to duplicate muntin profiles. Some firms prefer to concentrate on larger jobs with more profit potential, and some may not have a craftsman who can duplicate the parts. A little searching should locate a firm which will do the job, and at a reasonable price. If such a firm does not exist locally, there are firms which undertake this kind of repair and ship nationwide. It is possible, however, for the advanced do-it-yourselfer or craftsman with a table saw to duplicate moulding profiles using techniques discussed by Gordie Whittington in "Simplified Methods for Reproducing Wood Mouldings," *Bulletin of the Association for Preservation Technology*, Vol. III, No. 4, 1971, or illustrated more recently in *The Old House*, Time-Life Books, Alexandria, Virginia, 1979.

The repairs discussed in this section involve window frames which may be in very deteriorated condition, possibly requiring removal; therefore, caution is in order. The actual construction of wooden window frames and sash is not complicated. Pegged mortise and tenon units can be disassembled easily, if the units are out of the building. The installation or connection of some frames to the surrounding structure, especially masonry walls, can complicate the work immeasurably, and may even require

dismantling of the wall. It may be useful, therefore, to take the following approach to frame repair: 1) conduct regular maintenance of sound frames to achieve the longest life possible, 2) make necessary repairs in place wherever possible, using stabilization and splicing techniques, and 3) if removal is necessary, thoroughly investigate the structural detailing and seek appropriate professional consultation.

Another alternative may be considered if parts replacement is required, and that is sash replacement. If extensive replacement of parts is necessary and the job becomes prohibitively expensive it may be more practical to purchase new sash which can be installed into the existing frames. Such sash are available as exact custom reproductions, reasonable facsimiles (custom windows with similar profiles), and contemporary wooden sash which are similar in appearance. There are companies which still manufacture high quality wooden sash which would duplicate most historic sash. A few calls to local building suppliers may provide a source of appropriate replacement sash, but if not, check with local historical associations, the state historic preservation office, or preservation related magazines and supply catalogs for information.

If a rehabilitation project has a large number of windows such as a commercial building or an industrial complex, there may be less of a problem arriving at a solution. Once the evaluation of the windows is completed and the scope of the work is known, there may be a potential economy of scale. Woodworking mills may be interested in the work from a large project; new sash in volume may be considerably less expensive per unit; crews can be assembled and trained on site to perform all of the window repairs; and a few extensive repairs can be absorbed (without undue burden) into the total budget for a large number of sound windows. While it may be expensive for the average historic home owner to pay seventy dollars or more for a mill to grind a custom knife to duplicate four or five bad muntins, that cost becomes negligible on large commercial projects which may have several hundred windows.

Most windows should not require the extensive repairs discussed in this section. The ones which do are usually in buildings which have been abandoned for long periods or have totally lacked maintenance for years. It is necessary to thoroughly investigate the alternatives for windows which do require extensive repairs to arrive at a solution which retains historic significance and is also economically feasible. Even for projects requiring repairs identified in this section, if the percentage of parts replacement per window is low, or the number of windows requiring repair is small, repair can still be a cost effective solution.

Weatherization

A window which is repaired should be made as energy efficient as possible by the use of appropriate weatherstripping to reduce air infiltration. A wide variety of products are available to assist in this task. Felt may be fastened to the top, bottom, and meeting rails, but may have the disadvantage of absorbing and holding moisture, particularly at the bottom rail. Rolled vinyl strips may also be tacked into place in appropriate locations to reduce infiltration. Metal strips or new plastic spring strips may be used on the rails and, if space permits, in

the channels between the sash and jamb. Weatherstripping is a historic treatment, but old weatherstripping (felt) is not likely to perform very satisfactorily. Appropriate contemporary weatherstripping should be considered an integral part of the repair process for windows. The use of sash locks installed on the meeting rail will insure that the sash are kept tightly closed so that the weatherstripping will function more effectively to reduce infiltration. Although such locks will not always be historically accurate, they will usually be viewed as an acceptable contemporary modification in the interest of improved thermal performance.

Many styles of storm windows are available to improve the thermal performance of existing windows. The use of exterior storm windows should be investigated whenever feasible because they are thermally efficient, cost-effective, reversible, and allow the retention of original windows (see "Preservation Briefs: 3"). Storm window frames may be made of wood, aluminum, vinyl, or plastic; however, the use of unfinished aluminum storms should be avoided. The visual impact of storms may be minimized by selecting colors which match existing trim color. Arched top storms are available for windows with special shapes. Although interior storm windows appear to offer an attractive option for achieving double glazing with minimal visual impact, the potential for damaging condensation problems must be addressed. Moisture which becomes trapped between the layers of glazing can condense on the colder, outer prime window, potentially leading to deterioration. The correct approach to using interior storms is to create a seal on the interior storm while allowing some ventilation around the prime window. In actual practice, the creation of such a durable, airtight seal is difficult.

Window Replacement

Although the retention of original or existing windows is always desirable and this **Brief** is intended to encourage that goal, there is a point when the condition of a window may clearly indicate replacement. The decision process for selecting replacement windows should *not* begin with a survey of contemporary window products which are available as replacements, but should begin with a look at the windows which are being replaced. Attempt to understand the contribution of the window(s) to the appearance of the facade including: 1) the pattern of the openings and their size; 2) proportions of the frame and sash; 3) configuration of window panes; 4) muntin profiles; 5) type of wood; 6) paint color; 7) characteristics of the glass; and 8) associated details such as arched tops, hoods, or other decorative elements. Develop an understanding of how the window reflects the period, style, or regional characteristics of the building, or represents technological development.

Armed with an awareness of the significance of the existing window, begin to search for a replacement which retains as much of the character of the historic window as possible. There are many sources of suitable new windows. Continue looking until an acceptable replacement can be found. Check building supply firms, local wood-working mills, carpenters, preservation oriented magazines, or catalogs or suppliers of old building materials, for product information. Local historical associations and state historic preservation offices may be good sources of

information on products which have been used successfully in preservation projects.

Consider energy efficiency as one of the factors for replacements, but do not let it dominate the issue. Energy conservation is no excuse for the wholesale destruction of historic windows which can be made thermally efficient by historically and aesthetically acceptable means. In fact, a historic wooden window with a high quality storm window added should thermally outperform a new double-glazed metal window which does not have thermal breaks (insulation between the inner and outer frames intended to break the path of heat flow). This occurs because the wood has far better insulating value than the metal, and in addition many historic windows have high ratios of wood to glass, thus reducing the area of highest heat transfer. One measure of heat transfer is the U-value, the number of Btu's per hour transferred through a square foot of material. When comparing thermal performance, the lower the U-value the better the performance. According to *ASHRAE 1977 Fundamentals*, the U-values for single glazed wooden windows range from 0.88 to 0.99. The addition of a storm window should reduce these figures to a range of 0.44 to 0.49. A non-thermal break, double-glazed metal window has a U-value of about 0.6.

Conclusion

Technical Preservation Services recommends the retention and repair of original windows whenever possible. We believe that the repair and weatherization of existing wooden windows is more practical than most people realize, and that many windows are unfortunately replaced because of a lack of awareness of techniques for evaluation, repair, and weatherization. Wooden windows which are repaired and properly maintained will have greatly extended service lives while contributing to the historic character of the building. Thus, an important element of a building's significance will have been preserved for the future.

Additional Reading

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14 PRESERVATION BRIEFS

New Exterior Additions to Historic Buildings: Preservation Concerns

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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 with 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.



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.

- 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.

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.

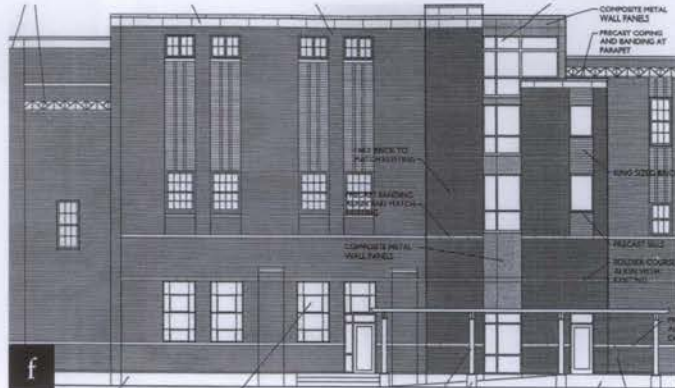
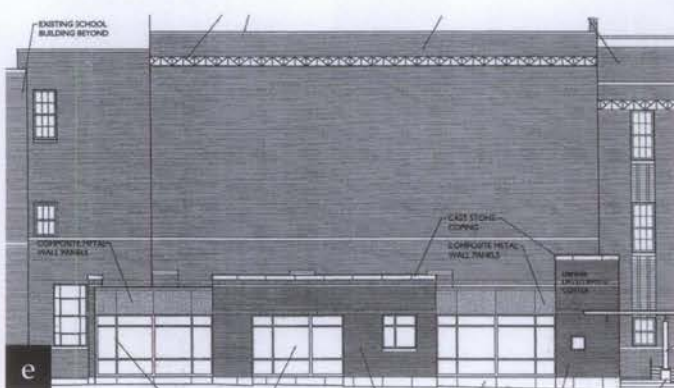
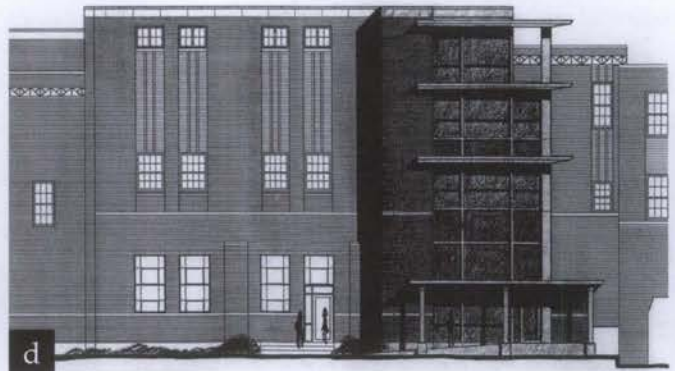
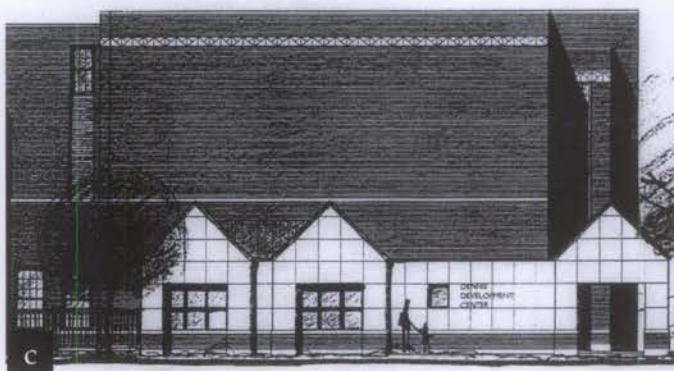


Figure 15. The rehabilitation of a c. 1930 high school auditorium for a clinic and offices proposed two additions: a one-story entrance and reception area on this elevation (a); and a four-story elevator and stair tower on another side (b). The gabled entrance (c) first proposed was not compatible with 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.

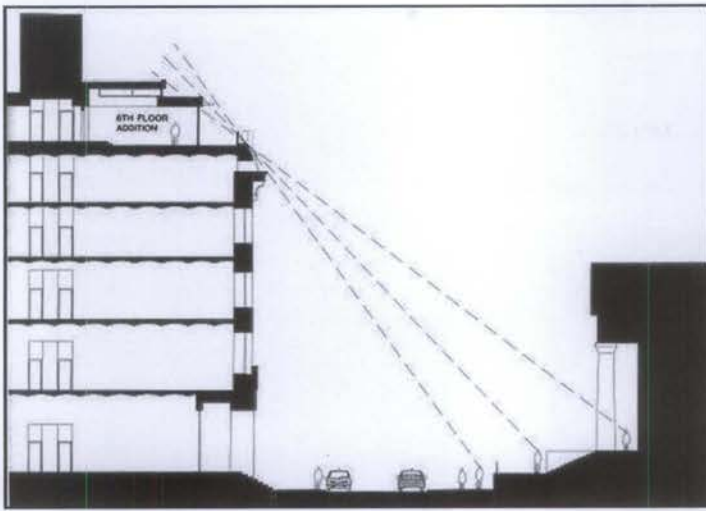


Figure 24. How to Evaluate a Proposed Rooftop Addition.
A sight-line study (above) only factors in views from directly across the street, which can be very restrictive and does not illustrate the full effect of an addition from other public rights of way. A mock up (above, right) or a mock up enhanced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

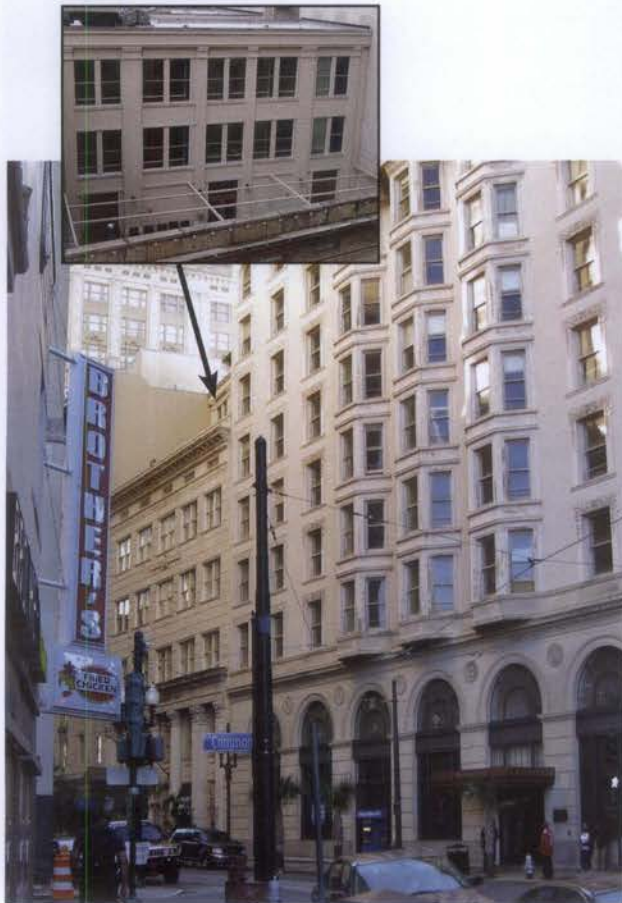


Figure 25. It was possible to add a compatible, three-story, penthouse addition to the roof of this five-story, historic bank building because the addition is set far back, it is surrounded by taller buildings and a deep parapet conceals almost all of the addition from below.

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 Gossman, 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.

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19 PRESERVATION BRIEFS

The Repair and Replacement of Historic Wooden Shingle Roofs

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The Secretary of the Interior's "Standards for Rehabilitation" call for the repair or replacement of missing architectural features "based on accurate duplication of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs." On a wooden shingle roof, it is important not only to match the size, shape, texture, and configuration of historic shingles, but also to match the craftsmanship and details that characterize the historic roof. Proper installation and maintenance will extend the life of the new roof.

Introduction

Wooden shingle roofs are important elements of many historic buildings. The special visual qualities imparted by both the *historic shingles* and the *installation patterns* should be preserved when a wooden shingle roof is replaced. This requires an understanding of the size, shape, and detailing of the historic shingle and the method of fabrication and installation. These combined to create roofs expressive of particular architectural styles, which were often influenced by regional craft practices. The use of wooden shingles from the early settlement days to the present illustrates an extraordinary range of styles (see illus. 1, 2, 3, 4).

Wooden shingle roofs need periodic replacement. They can last from 15 to over 60 years, but the shingles should be replaced before there is deterioration of other wooden components of the building. Appropriate replacement shingles are available, but careful research, design, specifications, and the selection of a skilled roofer are necessary to assure a job that will both preserve the appearance of the historic building and extend the useful life of the replacement roof.

Unfortunately, the wrong shingles are often selected or are installed in a manner incompatible with the appearance of the historic roof. There are a number of reasons why the wrong shingles are selected for replacement roofs. They include the failure to identify the appearance of the original shingles; unfamiliarity with available products; an inadequate budget; or a *confusion in terminology*. In any discussion about historic roofing materials and practices, it is important to understand the historic definitions of terms like "shingles," as well as the modern definitions or use of those terms by craftsmen and the industry. Historically, from the first buildings in America, these wooden roofing

products were called *shingles*, regardless of whether they were the earliest handsplit or the later machine-sawn type. The term *shake* is a relatively recent one, and today is used by the industry to distinguish the sawn products from the split products, but through most of our building history there has been no such distinction.

Considering the confusion among architects and others regarding these terms as they relate to the appearance of early roofs, it should be stated that there is a considerable body of documentary information about historic roofing practices and materials in this country, and that many actual specimens of historic shingles from various periods and places have been collected and preserved so that their historic appearances are well established. Essentially, the rustic looking shake that we see used so much today has little in common with the shingles that were used on most of our early buildings in America.

Throughout this **Brief**, the term *shingle* will be used to refer to historic wooden roofs in general, whether split or sawn, and the term *shake* will be used only when it refers to a commercially available product. The variety and complexity of terminology used for currently available products will be seen in the accompanying chart entitled "Shingles and Shakes."

This **Brief** discusses what to look for in historic wooden shingle roofs and when to replace them. It discusses ways to select or modify modern products to duplicate the appearance of a historic roof, offers guidance on proper installation, and provides information on coatings and maintenance procedures to help preserve the new roof.*

(*Preservation Brief 4: **Roofing for Historic Buildings** discusses research methods, analysis of deterioration, and the general significance of historic roofs.)

Wooden Shingle Roofs in America

Because trees were plentiful from the earliest settlement days, the use of wood for all aspects of construction is not surprising. Wooden shingles were lightweight, made with simple tools, and easily installed. Wooden shingle roofs were prevalent in the Colonies, while in Europe at the same time, thatch, slate and tile were the prevalent roofing materials. Distinctive roofing patterns exist in various regions of the country that were settled by the English, Dutch, Germans, and Scandinavians. These patterns and features include the size, shape and exposure length of shingles, special treatments such as swept valleys, combed ridges, and decorative butt end or long side-lapped beveled handsplit shingles. Such features impart a special character to each building, and prior to any restoration or rehabilitation project the physical and photographic evidence should be carefully researched in order to document the historic building as much as



1. The Rolfe-Warren House, a tidewater Virginia property, was restored to its 18th-century appearance in 1933. The handsplit and dressed wooden shingles are typical of the tidewater area with special features such as curved butts, projecting ridge comb and closed swept valleys at the dormer roof connections. Circa 1970 Photo: Association for the Preservation of Virginia Antiquities.



3. Readily available and inexpensive sawn shingles were used not only for roofs, but also for gables and wall surfaces. The circa 1891 Chambers House, Eugene, Oregon used straight sawn butts for the majority of the roof and hexagonal butts for the lower portion of the corner tower. Decorative shingles in the gable ends and an attractive wooden roof cresting feature were also used. Photo: Lane County Historical Society.

possible. Care should be taken not to assume that aged or deteriorated shingles in photographs represent the historic appearance.

Shingle Fabrication. Historically wooden shingles were usually thin ($3/8''$ – $3/4''$), relatively narrow ($3''$ – $8''$), of varying length ($14''$ – $36''$), and almost always smooth. The traditional method for making wooden shingles in the 17th and 18th centuries was to handsplit them from log sections known as bolts (see illus. 5A). These bolts were quartered or split into wedges. A mallet and froe (or ax) were used to split or rive out thin planks of wood along the grain. If a tapered shingle was desired, the bolt was flipped after each successive strike with the froe and mallet. The wood species varied according to available local woods, but only the heartwood, or inner section, of the log was usually used. The softer sapwood generally was not used because it deteriorated quickly. Because handsplit shingles were somewhat irregular along the split surface, it was necessary



2. Handsplit and dressed shingles were also used on less elaborate buildings as seen in the restoration of the circa 1840 kitchen at the Winedale Inn, Texas. The uneven surfaces of the handsplit shingles were generally dressed or smoothed with a draw-knife to keep the rainwater from collecting in the wood grain and to ensure that the shingles lay flat on the sub-roof. Photo: Thomas Taylor.



4. With the popularity of the revival of historic styles in the late 19th and early 20th centuries, a new technique was developed to imitate English thatch roofs. For the Tudor Revival cottages, steaming and curving of sawn shingles provided an undulating pattern to this picturesque roof shape. Photo: Courtesy of C.H. Roofing.

to dress or plane the shingles on a shavinghorse with a draw-knife or draw-shave (see illus. 5B) to make them fit evenly on the roof. This reworking was necessary to provide a tight-fitting roof over typically open shingle lath or sheathing boards. Dressing, or smoothing of shingles, was almost universal, no matter what wood was used or in what part of the country the building was located, except in those cases where a temporary or very utilitarian roof was needed.

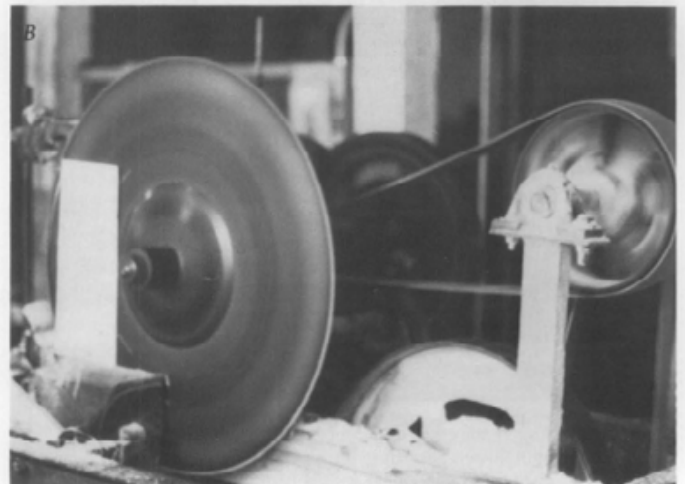
Shingle fabrication was revolutionized in the early 19th century by steam-powered saw mills (see illus. 6). Shingle mills made possible the production of uniform

shingles in mass quantities. The sawn shingle of uniform taper and smooth surface eliminated the need to hand dress. The supply of wooden shingles was therefore no longer limited by local factors. These changes coincided with (and in turn increased) the popularity of architectural styles such as Carpenter Gothic and Queen Anne that used shingles to great effect.

Handsplit shingles continued to be used in many places well after the introduction of machine sawn shingles. There were, of course, other popular roofing materials, and some regions rich in slate had fewer examples of wooden shingle roofs. Some western



5. Custom Handsplit shingles are still made the traditional way with a mallet and froe or ax. For these cypress shingles, a "bolt" section of log (photo A) the length of the shingle has been sawn and is ready to be split into wedge-shaped segments. Handsplit shingles are fabricated with the ax or froe cutting the wood along the grain and separating, or riving, the shingle away from the remaining wedge. The rough surfaces are dressed on a shavinghorse using a draw-knife as shown above (photo B). Note the long wooden shingles covering the work shed in photo A. Photos: Al Honeycutt, North Carolina Division of Archives and History.



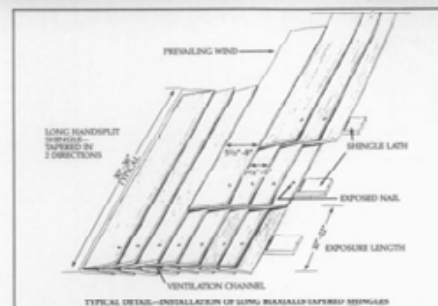
6. Modern machine-made shingles are sawn. Shown are: (photo A) Eastern White Pine quarter split shingle block on equalizer saw being trimmed to parallel the ends; and (photo B) the restored 19th-century shingle mill saw cutting tapered flitches or shingles. The thickness and taper can be precisely controlled. Photo: Steve Ruscio, The Shingle Mill.

"boom" towns used sheet metal because it was light and easily shipped. Slate, terneplate, and clay tile were used on ornate buildings and in cities that limited the use of flammable wooden shingles. Wooden shingles, however, were never abandoned. Even in the 20th century, architectural styles such as the Colonial Revival and Tudor Revival, used wooden shingles.

Modern wooden shingles, both sawn and split, continue to be made, but it is important to understand how these new products differ from the historic ones and to know how they can be modified for use on historic buildings. Modern commercially available shakes are generally thicker than the historic handsplit counterpart and are usually left "undressed" with a rough, corrugated surface. The rough surface shake, furthermore, is often promoted as suitable for historic preservation projects because of its rustic appearance. It is an erroneous assumption that the more irregular the shingle, the more authentic or "historic" it will appear.

Historic Detailing and Installation Techniques. While the size, shape and finish of the shingle determine the roof's texture and scale, the installation patterns and details give the roof its unique character. Many details reflect the craft practices of the builders and the architectural style prevalent at the time of construction. Other details had specific purposes for reducing moisture penetration to the structure. In addition to the most visible aspects of a shingle roof, the details at the rake boards, eaves, ridges, hips, dormers, cupolas, gables, and chimneys should not be overlooked.

The way the shingles were laid was often based on functional and practical needs. Because a roof is the most vulnerable element of a building, many of the roofing details that have become distinctive features were first developed simply to keep water out. Roof combs on the windward side of a roof protect the ridge line. Wedges, or cant strips, at dormer cheeks roll the water away from the vertical wall. Swept valleys and fanned hips keep the grain of the wood in the shingle parallel to the angle of the building joint to aid water



8. The long biaxially tapered handsplit shingles on the Ephrata Cloisters in Pennsylvania were overlapped both vertically and horizontally. The insert sketch shows channels under the shingles that provided ventilation and drainage of any trapped moisture. The aged appearance of these handsplit and dressed shingles belies their original smoothness. Replacement shingles should match the original, not the aged appearance. Photo: National Park Service; Sketch: Reed Engle.



7. The reshingling of the circa 1856 Stovewood House in Decorah, Iowa, revealed the original open sheathing boards and pole rafters. Sawn cedar shingles were used as a replacement for the historic cedar shingles seen still in place at the ridge. A new starter course is being laid at the eaves. Photo: Norwegian-American Museum, Decorah, Iowa.



9. This 1927 view of the reshingling of the French Castle at Old Fort Niagara, N.Y., shows the wooden sleepers being laid (see arrow) over solid sheathing in order to raise the shingles up slightly to allow under-shingle ventilation. Note that the horizontal strips are not continuous to allow airflow and trapped moisture to drain away. This cedar roof has lasted for over 60 years in a harsh moist environment. Photo: Old Fort Niagara, Assoc. Inc.

WOODEN SHINGLES—HISTORIC DETAILS AND INSTALLATION PATTERNS

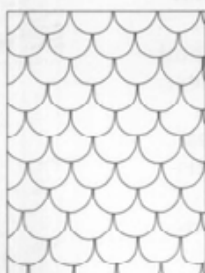
Shingle Patterns



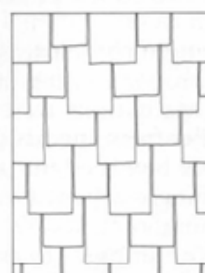
Long biaxially-tapered, sidelapped



Traditional overlap



Fancy butts
(fishscales shown)

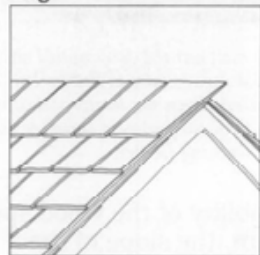


Staggered overlap

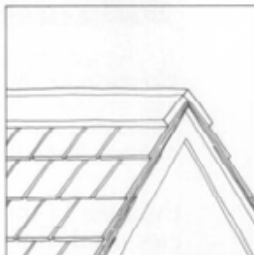


Steamed & bent
"thatch"

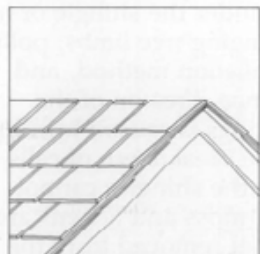
Ridges



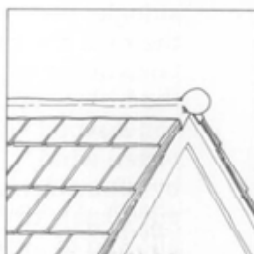
Projecting comb



Board ridge



Alternating closed ridge



Rolled metal ridge cover

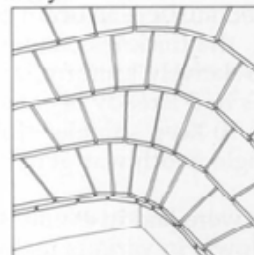


Boston capped ridge

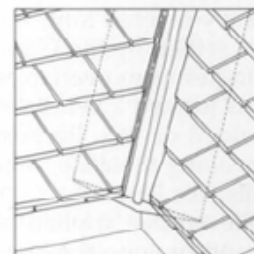


Wooden crest

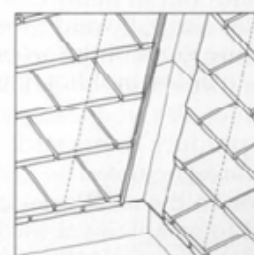
Valleys



Closed swept valley

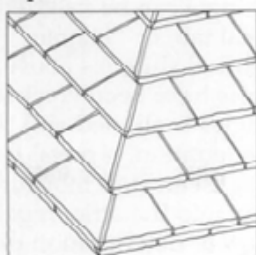


Open valley with wooden wedge

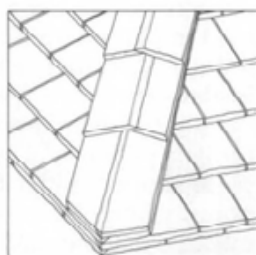


Open valley with metal flashing

Hips



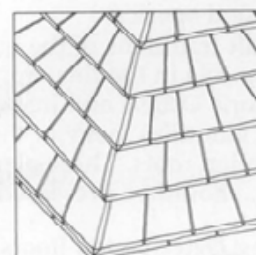
Traditional alternating shingle hip



Boston capped hip



Rolled metal hip cover



Fanned or swirled alternating shingle hip

10. The Historic Details and Installation Patterns Chart illustrates a number of special features found on wooden roofs. Documented examples of these features, different for every building and often reflecting regional variations, should be accurately reproduced when a replacement roof is installed. Chart: Sharon C. Park; delineation by Kaye Ellen Simonson.

run-off. The slight projection of the shingles at the eaves directs the water run-off either into a gutter or off the roof away from the exterior wall. These details varied from region to region and from style to style. They can be duplicated even with the added protection of modern flashing.

In order to have a weathertight roof, it was important to have adequate coverage, proper spacing of shingles, and straight grain shingles. Many roofs were laid on open shingle lath or open sheathing boards (see illus. 7). Roofers typically laid three layers of shingles with approximately 1/3 of each shingle exposed to the weather. Spaces between shingles (1/8"–1/2" depending on wood type) allowed the shingles to expand when wet. It was important to stagger each overlapping shingle by a minimum of 1-1/2" to avoid a direct path for moisture to penetrate a joint. Doubling or tripling the starter course at the eave gave added protection to this exposed surface. In order for the roof to lay as flat as possible, the thickness, taper and surface of the shingles was relatively uniform; any unevenness on handsplit shingles had already been smoothed away with a drawknife. To keep shingles from curling or cupping, the shingle width was generally limited to less than 10".

Not all shingles were laid in evenly spaced, overlapping, horizontal rows. In various regions of the country, there were distinct installation patterns; for example, the biaxially-tapered long shingles occasionally found in areas settled by the Germans (see illus. 8). These long shingles were overlapped on the side as well as on top. This formed a ventilation channel under the shingles that aided drying. Because ventilation of the shingles can prolong their life, roofers paid attention to these details (see illus. 9).

Early roofers believed that applied coatings would protect the wood and prolong the life of the roof. In many cases they did; but in many cases, the shingles were left to weather naturally and they, too, had a long life. Eighteenth-century coatings included a pine pitch coating not unlike turpentine, and boiled linseed oil or fish oil mixed with oxides, red lead, brick dust, or other minerals to produce colors such as yellow, Venetian red, Spanish brown, and slate grey. In the 19th century, in addition to the earlier colors, shingles were stained or painted to complement the building colors: Indian red, chocolate brown, or brown-green. During the Greek Revival and later in the 20th century with other revival styles, green was also used. Untreated shingles age to a silver-grey or soft brown depending on the wood species.

The craft traditions of the builders often played an important role in the final appearance of the building. The Historic Details and Installation Patterns Chart (see illus. 10) identifies many of the features found on historic wooden roofs. These elements, different on each building, should be preserved in a re-roofing project.

Replacing Deteriorated Roofs: Matching the Historic Appearance

Historic wooden roofs using straight edgegrain heartwood shingles have been known to last over sixty years. Fifteen to thirty years, however, is a more realistic lifespan for most premium modern wooden shingle roofs. Contributing factors to deterioration include the



11. The replacement sawn red cedar shingles matched the deteriorated shingles exactly for this barn re-roofing. The old shingles, seen to the far left, were removed as the new shingles were installed. Even the horizontal coursing matched because the exposure length for both old and new shingles was the same. Photo: Williamsport Preservation Training Center.

thinness of the shingle, the durability of the wood species used, the exposure to the sun, the slope of the roof, the presence of lichens or moss growing on the shingle, poor ventilation levels under the shingle or in the roof, the presence of overhanging tree limbs, pollutants in the air, the original installation method, and the history of the roof maintenance. Erosion of the softer wood within the growth rings is caused by rainwater, wind, grit, fungus and the breakdown of cells by ultraviolet rays in sunlight. If the shingles cannot adequately dry between rains, if moss and lichens are allowed to grow, or if debris is not removed from the roof, moisture will be held in the wood and accelerate deterioration. Moisture trapped under the shingle, condensation, or poorly ventilated attics will also accelerate deterioration.

In addition to the eventual deterioration of wooden shingles, impact from falling branches and workmen walking on the roof can cause localized damage. If, however, over 20% of the shingles on any one surface appear eroded, cracked, cupped or split, or if there is evidence of pervasive moisture damage in the attic, replacement should be considered. If only a few shingles are missing or damaged, selective replacement may be possible. For limited replacement, the old shingle is removed and a new shingle can be inserted and held in place with a thin metal tab, or "babbie." This reduces disturbance to the sound shingles above. In instances where a few shingles have been cracked or the joint of overlapping shingles is aligned and thus forms a passage for water penetration, a metal flashing piece slipped under the shingle can stop moisture temporarily. If moisture is getting into the attic, repairs must be made quickly to prevent deterioration of the roof structural framing members.

When damage is extensive, replacement of the shingles will be necessary, but the historic sheathing or shingle lath under the shingles may be in satisfactory condition. Often, the historic sheathing or shingle laths, by their size, placement, location of early nail holes, and water stain marks, can give important infor-



12. Inappropriately selected and installed wooden shingles can drastically alter the historic character of a building. This tavern historically was roofed with handsplit and dressed shingles of a relatively smooth appearance. In this case, a commercially available shake was used to effect a "rustic" appearance. Photo: National Park Service.

mation regarding the early shingles used. Before specifying a replacement roof, it is important to *establish the original shingle material, configuration, detailing and installation* (see illus. 11). If the historic shingles are still in place, it is best to remove several to determine the size, shape, exposure length, and special features from the unweathered portions. If there are already replacement shingles on the roof, it may be necessary to verify through photographic or other research whether the shingles currently on the roof were an accurate replacement of the historic shingles.

The following information is needed in order to develop accurate specifications for a replacement shingle:

Original wood type (White Oak, Cypress, Eastern

White Pine, Western, Red Cedar, etc.)

Size of shingle (length, width, butt thickness, taper)

Exposure length and nailing pattern (amount of exposure, placement and type of nails)

Type of fabrication (sawn, handsplit, dressed, beveled, etc.)

Distinctive details (hips, ridges, valleys, dormers, etc.)

Decorative elements (trimmed butts, variety of pattern, applied color coatings, exposed nails)

Type of substrate (open shingle lath or sheathing, closed sheathing, insulated attics, sleepers, etc.)

Replacement roofs must comply with local codes which may require, for example, the use of shingles treated with chemicals or pressure-impregnated salts to retard fire. These requirements can usually be met without long-term visual effects on the appearance of the replacement roof.

The accurate duplication of a wooden shingle roof will help ensure the preservation of the building's architectural integrity. Unfortunately, the choice of an inappropriate shingle or poor installation can severely detract from the building's historic appearance (see illus. 12). There are a number of commercially available wooden roofing products as well as custom roofers who can supply specially-made shingles for historic preservation projects (see Shingle and Shake Chart, illus. 13). Unless restoration or reconstruction is being

undertaken, shingles that match the visual appearance of the historic roof without replicating every aspect of the original shingles will normally suffice. For example, if the historic wood species is no longer readily available, Western Red Cedar or Eastern White Pine may be acceptable. Or, if the shingles are located high on a roof, sawn shingles or commercially available shakes with the rustic faces factory-sawn off may adequately reproduce the appearance of an historic handsplit and dressed shingle.

There will always be certain features, however, that are so critical to the building's character that they should be accurately reproduced. Following is guidance on matching the most important visual elements.

Highest Priority in Replacement Shingles:

- best quality wood with a similar surface texture
- matching size and shape: thickness, width, length
- matching installation pattern: exposure length, overlap, hips, ridges, valleys, etc.
- matching decorative features: fancy butts, color, exposed nails

Areas of Acceptable Differences:

- species of wood
- method of fabrication of shingle, if visual appearance matches
- use of fire-retardants, or preservative treatments, if visual impact is minimal
- use of modern flashing, if sensitively installed
- use of small sleepers for ventilation, if the visual impact is minimal and rake boards are sensitively treated
- method of nailing, if the visual pattern matches

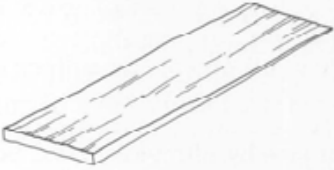
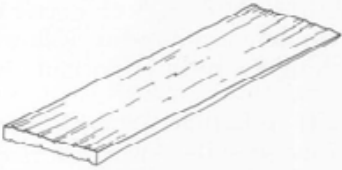
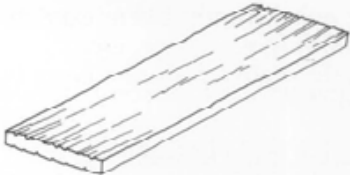
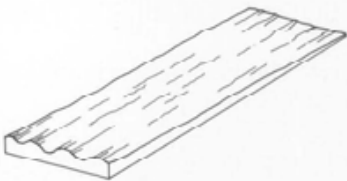
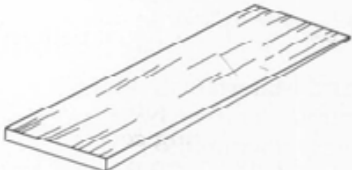
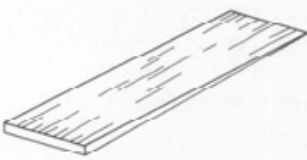
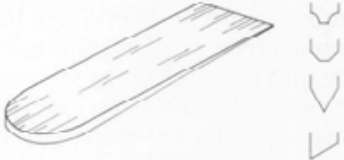
Treatments and Materials to Avoid:

- highly textured wood surfaces and irregular butt ends, unless documented
- standardized details (prefab hips, ridges, panels, etc.) unless documented
- too wide shingles or those with flat grain (which may curl), unless documented

What is Currently Available

Types of Wood: Western Red Cedar, Eastern White Pine, and White Oak are most readily available today. For custom orders, cypress, red oak, and a number of other historically used woods may still be available. Some experiments using non-traditional woods (such as yellow pine and hemlock) treated with preservative chemicals are being tested for the new construction market, but are generally too thick, curl too easily, or have too pronounced a grain for use on historic buildings.

Method of manufacture: Commercially available modern shingles and shakes are for the most part machine-made. While commercially available shakes are promoted by the industry as handsplit, most are split by machine (this reduces the high cost of hand labor). True handsplit shingles, made the traditional way with a froe and mallet, are substantially more expensive, but are more authentic in appearance than the rough, highly textured machine-split shakes. An experienced shingler can control the thickness of the handsplit shingle and keep the shingle surface grain relatively

AVAILABLE WOODEN SHINGLES AND SHAKES FOR RE-ROOFING			
TYPE	SIZE	DESCRIPTION	NOTES
Custom split & dressed 	Made to match historic shingles	Handsplit the traditional way with froe & mallet. Tapered. Surfaces dressed for smoothness	Appropriate if: • Worked to match uniformly dressed original shingles
Tapersplit* 	Typically: L = 15", 18", 24" W = 4" - 14" Butts vary 1/2" - 3/4"	Commercially available. Handsplit the traditional way with froe & mallet. Tapered. Bundles contain varying widths & butt thicknesses. Surfaces may be irregular along grain.	Appropriate if: • irregular surfaces are dressed • butt thicknesses ordered uniform • wide shingles are split
Straightsplit 	Typically: L = 15", 18", 24" W = 4" - 14" Butts vary mediums = 3/8 - 3/4" heavies = 3/4 - 1 1/4"	Commercially available. Hand or machine split without taper. Bundles contain varying butt thicknesses; often very wide shingles. Surface may be irregular along the grain. Thick shingles not historic.	Not appropriate for most preservation projects • Limited use of thin, even straightsplits on some cabins, barns, etc.
Handsplit* resawn 	Typically: L = 15", 18", 24" W = 4" - 14" Butts vary mediums = 3/8 - 3/4" heavies = 3/4 - 1 1/4"	Commercially available. Machine split and sawn on the backs to taper. Split faces often irregular, even corrugated in appearance. Butt thickness vary and may be too wide.	Not appropriate for preservation projects
Tapersawn* 	Typically: L = 15", 18", 24" W = 4" - 14" Butts vary 1/2" - 3/4"	Commercially available. Made from split products with sawn surfaces. Tapered. Butt thicknesses vary and shingles may be too wide. Saw marks may be pronounced.	Appropriate if: • butt thicknesses ordered uniform • wide shingles are split • pronounced saw marks sanded
Sawn-straight butt 	Typically: L = 16" - .40 (< 3/8") 18" - .45 24" - .50 (1/2") W = Varies by order	Custom or commercially available. Tapered. Sawn by circular saw.	Appropriate to reproduce historic sawn shingles
Sawn-fancy butt 	Typically: L = 16" - .40 (< 3/8") 18" - .45 24" - .50 (1/2") W = Varies by order	Custom or commercially available. Tapered. Sawn by circular saw. A variety of fancy butts available	Appropriate to reproduce historic fancy butts
Steam-bent 	Varies by order to match, "Thatch" roofs	Custom or commercially available. Tapered. Thin sawn shingles are steamed and bent into rounded forms.	Appropriate to reproduce "thatch" shingles

13. This chart identifies a variety of shingles and shakes used for reroofing buildings. The * identifies product names used by the Red Cedar Shingle and Handsplit Shake Bureau, although shingles and shakes of the types described are available in other woods. Manufacturers define "Shakes" as split products while "shingles" refer to sawn products. Shingle, however, is the historic term used to describe wooden roofing products, regardless of how they were made. Whether shingles or shakes are specified for re-roofing, they should match the size and appearance of the historic shingles. Chart: Sharon C. Park; delineation by Kaye Ellen Simonson.

even. To have an even roof installation, it is important to have handsplit shingles of uniform taper and to have less than 1/8th variation across the surface of the shingle. For that reason, it is important to dress the shingles or to specify uniform butt thickness, taper, and surfaces. Commercially available shakes are shipped with a range of butt sizes within a bundle (e.g., 1/2", 5/8", 3/4" as a mix) unless otherwise specified. Commercially available shakes with the irregular surfaces sawn off are also available. In many cases, except for the residual circular saw marks, these products appear not unlike a dressed handsplit shingle.

Sawn shingles are still made much the same way as they were historically—using a circular saw. The circular saw marks are usually evident on the surface of most sawn shingles. There are a number of grooved, striated, or steamed shingles of the type used in the 20th century to effect a rustic or thatched appearance. Custom sawn shingles with fancy butts or of a specified thickness are still available through mill shops. In fact, shingles can be fabricated to the weathered thickness in order to be integrated into an existing historic roof. If sawn shingles are being used as a substitute for dressed handsplit shingles, it may be desirable to belt sand the surface of the sawn shingles to reduce the prominence of the circular saw marks.

As seen from the Shingle and Shake chart, few of the commercially available shakes can be used without some modification or careful specification. Some, such as heavy shakes with a corrugated face, should be avoided altogether. While length, width, and butt configuration can be specified, it is more difficult to ensure that the thickness and the texture will be correct. For that reason, whatever shingle or shake is desired, it is important to view samples, preferably an entire bundle, before specifying or ordering. If shingles are to be trimmed at the site for special conditions, such as fanned hips or swept valleys, additional shingles should be ordered.

Coatings and Treatments: Shingles are treated to obtain a fire-retardant rating; to add a fungicide preservative (generally toxic); to revitalize the wood with a penetrating stain (oil as well as water-based); and to give color.

While shingles can be left untreated, local codes may require that only fire-retardant shingles be used. In those circumstances, there are several methods of obtaining rated shingles (generally class "B" or "C"). The most effective and longest-lasting treatment is to have treated salts pressure-impregnated into the wood cells after the shingles have been cut. Another method (which must be periodically renewed) is to apply chemicals to the surface of the shingles. If treated shingles need trimming at the site, it is important to check with the manufacturer to ensure that the fire-retardant qualities will not be lost. Pressure-impregnated shingles, however, may usually be trimmed without loss of fire-retardant properties.

The life of a shingle roof can be drastically shortened if moss, lichens, fungi or bacterial spores grow on the wood. Fungicides (such as chromated copper arsenate, CCA) have been found to be effective in inhibiting such fungal growth, but most are toxic. Red cedar has a natural fungicide in the wood cells and unless the shingles are used in unusually warm, moist environments, or where certain strains of spores are found, an

applied fungicide is usually not needed. For most woods, the Forest Products Laboratory of the U.S. Department of Agriculture has found that fungicides do extend the life of the shingles by inhibiting growth on or in the wood. There are a variety available. Care should be taken in applying these chemicals and meeting local code requirements for proper handling.

Penetrating stains and water repellent sealers are sometimes recommended to revitalize wood shingles subject to damage by ultraviolet rays. Some treatments are oil-borne, some are water-borne, and some are combined with a fungicide or a water repellent. If any of these treatments is to be used, they should be identified as part of the specifications. Manufacturers should be consulted regarding the toxicity or other potential complications arising from the use of a product or of several in combination. It is also important not to coat the shingles with vapor-impermeable solutions that will trap moisture within the shingle and cause rotting from beneath.

Specifications for the Replacement Roof

Specifications and roofing details should be developed for each project. Standard specifications may be used as a basic format, but they should be modified to reflect the conditions of each job. Custom shingles can still be ordered that accurately replicate a historic roof, and if the roof is simple, an experienced shingler could install it without complicated instructions. Most rehabilitation projects will involve competitive bidding, and each contractor should be given very specific information as to what type of shingles are required and what the installation details should be. For that reason, both written specifications and detailed drawings should be part of the construction documents.

For particularly complex jobs, it may be appropriate to indicate that only roofing contractors with experience in historic preservation projects be considered (see illus. 14). By pre-qualifying the bidders, there is greater assurance that a proper job will be done. For smaller jobs, it is always recommended that the owner or architect find a roofing contractor who has recently completed a similar project and that the roofers are similarly experienced.

Specifications identify exactly what is to be received from the supplier, including the wooden shingles, nails, flashing, and applied coatings. The specifications also include instructions on removing the old roofing (sometimes two or more earlier roofs), and on preparing the surface for the new shingles, such as repairing damage to the lath or sheathing boards. If there are to be modifications to a standard product, such as cutting beveled butts, planing off residual surface circular saw marks, or controlling the mixture of acceptable widths (3"-8"), these too should be specified. Every instruction for modifying the shingles themselves should be written into the specifications or they may be overlooked.

The specifications and drawn details should describe special features important to the roof. Swept valleys, combed ridges, or wedged dormer cheek run-offs should each be detailed not only with the patterning of the shingles, but also with the placement of flashing or other unseen reinforcements. There are some modern products that appear to be useful. For example, paper-

Replacement Roofing for Appomattox Manor: City Point Unit of Petersburg National Battlefield, Hopewell, Virginia



A. The later non-historic shingles were removed from Appomattox Manor (circa 1840 with later additions) and roofing paper was installed for temporary protection during the re-shingling.



B. These weathered historic 19th-century handsplit and dressed shingles were found in place under a later altered roof. Note the straight butt eave shingles under the curved butts of the historic dormer shingles.



D. The fanned hips (seen here), swept valleys, and projecting ridge combs were installed as part of the re-roofing project. Special features, when documented, should be reproduced when re-shingling historic roofs.

14. Original 19th-century handsplit and dressed wooden shingles 18" long, 3"-4" wide, and 5/8" thick were found in place on the Appomattox Manor at Hopewell, Virginia. The butts were curved and evidence of a red stain remained. The specifications and details were researched so that the appearance of the historic shingles and installation patterns could be matched in the re-shingling project. Photos: John Ingle.

Excerpts from Specifications:

Type of wood to be used: Western Red Cedar.

Grade of wood and manufacturing process: Number One, Tapersplit Shakes, 100% clear, 100% edgegrain, 100% heartwood, no excessive grain sweeps, curvatures not to exceed 1/2" from level plain in length of shake; off grade (7% tolerance) material must *not* be used.

Size of the shingle: 18" long, 5/8" butt tapered to 1/4" head, 3"-4" wide, sawn curved butts, 5-1/2" exposure

Surface finish and any applied coatings: relatively smooth natural grain, no more than 1/8" variation in surface texture, butt thickness to be uniform throughout bundles. Site dipped with fire-rated chemicals tinted with red iron oxide for opaque color.

Type of nails and flashing: double hot dipped galvanized nails sized to penetrate sheathing totally; metal flashing to be 20 oz. lead-coated copper, or terne-coated stainless steel; additional flashing reinforcement to be aluminum foil type with fiber backing to use at hips, ridges, eaves, and valleys.

Type of sheathing: uninsulated attic, any deteriorated 3/4" sheathing boards, spaced 1/2"-3/4", to be replaced in kind.



C. The replacement shingles (see specifications above), matched the historic shingles and were of such high quality that little hand dressing was needed at the site. The building paper, a temporary protection, was removed as the shingles were installed on the sheathing boards.



E. In order to achieve a "Class B" fire-rating, the shingles were dipped in fire-retardant chemicals and allowed to dry prior to installation. Iron oxide was added to this chemical dip to stain the shingles to match the historic red color. These coatings will need periodic reapplication.

coated and reinforced metal-laminated flashing is easy to use and, in combination with other flashing, gives added protection over eaves and other vulnerable areas; adhesives give a stronger attachment at projecting roofing combs that could blow away in heavy wind storms. Clear or light-colored sealants may be less obvious than dark mastic often used in conjunction with flashing or repairs. These modern treatments should not be overlooked if they can prolong the life of the roof without changing its appearance.

Roofing Practices to Avoid

Certain common roofing practices for modern installations should be avoided in re-roofing a historic building unless specifically approved in advance by the architect. These practices interfere with the proper drying of the shingles or result in a sloppy installation that will accelerate deterioration (see illus. 15). They include improper coverage and spacing of shingles, use of staples to hold shingles, inadequate ventilation, particularly for heavily insulated attics, use of heavy building felts as an underlayment, improper application of surface coatings causing stress in the wood surfaces, and use of inferior flashing that will fail while the shingles are still in good condition.

Avoid skimpy shingle coverage and heavy building papers. It has become a common modern practice to lay impregnated roofing felts under new wooden shingle roofs. The practice is especially prevalent in roofs that do not achieve a full triple layering of shingles. Historically, approximately one third of each shingle was exposed, thus making a three-ply or three-layered roof. This assured adequate coverage. Due to the expense of wooden shingles today, some roofers expose more of the shingle if the pitch of the roof allows, and compensate for less than three layers of shingles by using building felts interwoven at the top of each row of shingles. This absorptive material can hold moisture on the underside of the shingles and accelerate deterioration. If a shingle roof has proper coverage and proper flashing, such felts are unnecessary as a general rule.



15. These commercially available roofing products with rustic split faces are not appropriate for historic preservation projects. In addition to the inaccurate appearance, the irregular surfaces and often wide spaces between shingles will allow wind-driven moisture to penetrate up and under them. The excessively wide boards will tend to cup, curl and crack. Moss, lichens and debris will have a tendency to collect on these irregular surfaces, further deteriorating the roofing. Photo: Sharon C. Park.

However, the selective use of such felts or other reinforcements at ridges, hips and valleys does appear to be beneficial.

Beware of heavily insulated attic rafters. Historically, the longest lasting shingle roofs were generally the ones with the best roof ventilation. Roofs with shingling set directly on solid sheathing and where there is insulation packed tightly between the wooden rafters without adequate ventilation run the risk of condensation-related moisture damage to wooden roofing components. This is particularly true for air-conditioned structures. For that reason, if insulation must be used, it is best to provide ventilation channels between the rafters and the roof decking, to avoid heavy felt building papers, to consider the use of vapor barriers, and perhaps to raise the shingles slightly by using "sleepers" over the roof deck. This practice was popular in the 1920s in what the industry called a "Hollywood" installation, and examples of roofs lasting 60 years are partly due to this under-shingle ventilation (refer to illus. 9).

Avoid staples and inferior flashing. The common practice of using pneumatic staple guns to affix shingles can result in shooting staples through the shingles, in crushing the wood fibers, or in cracking the shingle. Instead, corrosion-resistant nails, generally with barked or deformed shanks long enough to extend about 3/4" into the roof decking, should be specified. Many good roofers have found that the pneumatic nail guns, fitted with the proper nails and set at the correct pressure with the nails just at the shingle surface, have worked well and reduced the stress on shingles from missed hammer blows. If red cedar is used, copper nails should not be specified because a chemical reaction between the wood and the copper will reduce the life of the roof. Hot-dipped, zinc-coated, aluminum, or stainless steel nails should be used. In addition, copper flashing and gutters generally should not be used with red cedar shingles as staining will occur, although there are some historic examples where very heavy gauge copper was used which outlasted the roof shingles. Heavier weight flashing (20 oz.) holds up better than lighter flashing, which may deteriorate faster than the shingles. Some metals may react with salts or chemicals used to treat the shingles. This should be kept in mind when writing specifications. Terne-coated stainless steel and lead-coated copper are generally the top of the line if copper is not appropriate.

Avoid patching deteriorated roof lath or sheathing with plywood or composite materials. Full size lumber may have to be custom-ordered to match the size and configuration of the original sheathing in order to provide an even surface for the new shingles. It is best to avoid plywood or other modern composition boards that may deteriorate or delaminate in the future if there is undetected moisture or leakage. If large quantities of shingle lath or sheathing must be removed and replaced, the work should be done in sections to avoid possible shifting or collapse of the roof structure.

Avoid spray painting raw shingles on a roof after installation. Rapidly drying solvent in the paint will tend to warp the exposed surface of the shingles. Instead, it is best to dip new shingles prior to installation to keep all of the wood fibers in the same tension. Once the entire shingle has been treated, however, later coats can be limited to the exposed surface.

Maintenance

The purpose of regular or routine maintenance is to extend the life of the roof. The roof must be kept clean and inspected for damage both to the shingles and to the flashing, sheathing, and gutters. If the roof is to be walked on, rubber soled shoes should be worn. If there is a simple ridge, a ladder can be hooked over the roof ridge to support and distribute the weight of the inspector.

Keeping the roof free of debris is important. This may involve only sweeping off pine needles, leaves and branches as needed. It may involve trimming overhanging branches. Other aspects of maintenance, such as removal of moss and lichen build-up, are more difficult. While they may impart a certain charm to roofs, these moisture-trapping organisms will rot the shingles and shorten the life of the roof. Buildups may need scraping and the residue removed with diluted bleaching solutions (chlorine), although caution should be used for surrounding materials and plants. Some roofers recommend power washing the roofs periodically to remove the dead wood cells and accumulated debris. While this makes the roof look relatively new, it can put a lot of water under shingles, and the high pressure may crack or otherwise damage them. The added water may also leach out applied coatings.

If the roof has been treated with a fungicide, stain, or revitalizing oil, it will need to be re-coated every few years (usually every 4-5). The manufacturer should be consulted as to the effective life of the coating. With the expense associated with installation of wood shingles, it is best to extend the life of the roof as long as possible. One practical method is to order enough shingles in the beginning to use for periodic repairs.

Periodic maintenance inspections of the roof may reveal loose or damaged shingles that can be selectively replaced before serious moisture damage occurs (see illus. 16). Keeping the wooden shingles in good condition and repairing the roof, flashing and guttering, as needed, can add years of life to the roof.



16. Routine maintenance is necessary to extend the life of the roof. On this roof, the shingles have not seriously eroded, but the presence of lichens and moss is becoming evident and there are a few cracked and missing shingles. The moss spores should be removed, missing shingles replaced, and small pieces of metal flashing slipped under cracked shingles to keep moisture from penetrating. Photo: Williamsport Preservation Training Center.

Cover Photo: 1907 view of a young couple's first home in a cedar stump with a shingled roof. Photo: Historical Society of Seattle and King County, Washington.

Conclusion

A combination of careful research to determine the historic appearance of the roof, good specifications, and installation details designed to match the historic roof, and long-term maintenance, will make it possible to have not only a historically authentic roof, but a cost-effective one. It is important that professionals be part of the team from the beginning. A preservation architect should specify materials and construction techniques that will best preserve the roof's historic appearance. The shingle supplier must ensure that the best product is delivered and must stand behind the guarantee if the shipment is not correct. The roofer must be knowledgeable about traditional craft practices. Once the new shingle roof is in place, it must be properly maintained to give years of service.

Acknowledgements

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This publication has been prepared pursuant to the National Historic Preservation Act of 1966, as amended. Preservation Brief 19 was developed under the technical editorship of Lee H. Nelson, FAIA, Chief, Preservation Assistance Division, National Park Service, U.S. Department of the Interior, P.O. Box 37127, Washington, D.C. 20013-7127. Comments on the usefulness of this information are welcomed and may be sent to Mr. Nelson at the above address. 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.

Further Reading

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ALTERATION CERTIFICATE

***9840 PALMER LANE
DEZA ESTATES***

Collette Cook

Planner I

303.450.8738

ccook@northglenn.org

**Historic Preservation
Commission**

August 11, 2026



CITY OF
Northglenn

REQUEST

- **Remove existing carport enclosure with associated room**
- **Window replacement**
- **Build addition to include garage, master bedroom with ensuite bathroom**
- **Roofing replacement**

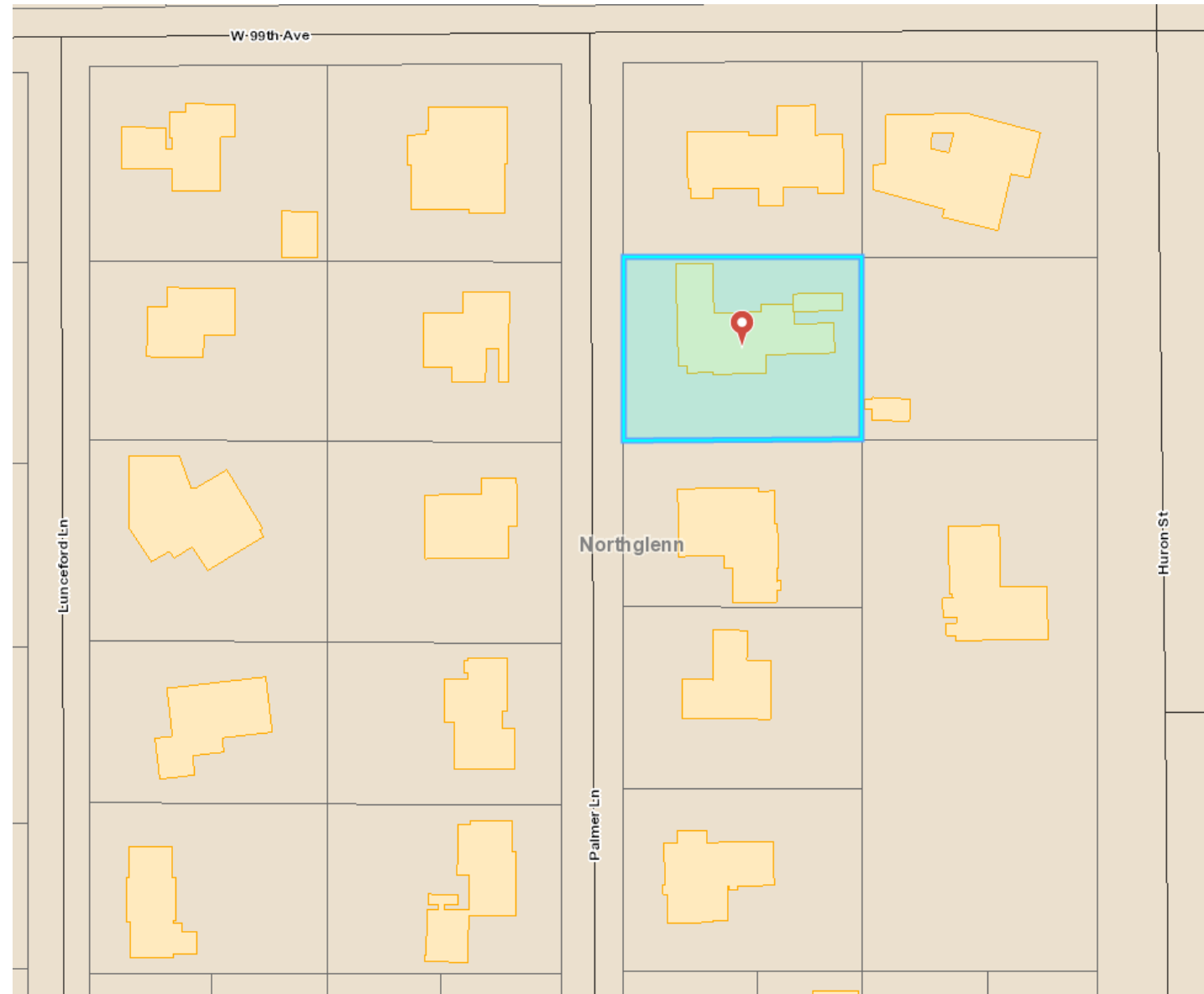


SITE DATA

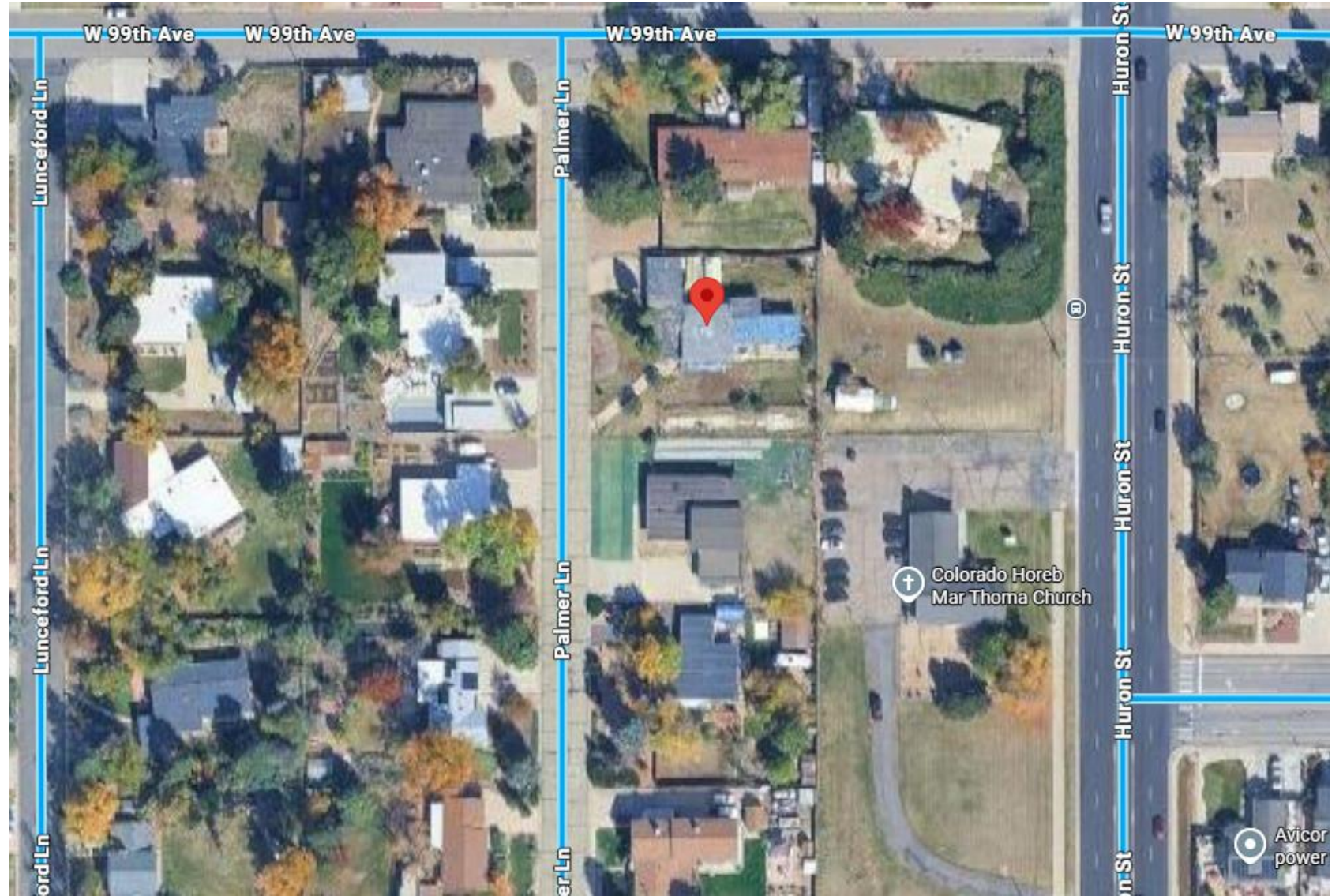
General Location	West of Huron St between W 98 th Ave and W 99 th Ave
Zoning	RS-2, Single Family Standard Lot
Acreage	.43 acres
Property Requesting Alteration Certificate	9840 Palmer Ln



SUBJECT PROPERTY



AERIAL VIEW



NOTIFICATION

Notification was given in accordance with the requirements of the Municipal Code Section 16-9-7(d):

- A. Mailed notice sent to all property owners within 300 feet of the property
- B. Publication in the Northglenn-Thornton Sentinel
- C. Posting at property

Public Notice

LEGAL NOTICE

CASE NUMBER: HP-01-24

To Whom It May Concern:

You are hereby notified that on Tuesday, April 9, 2024, at 6:00 P.M. a public hearing will be held by the Northglenn Historic Preservation Commission in City Council Chambers at 11701 Community Center Drive. The Commission will review a request to remove 9821 Lancelot Lane from the Daze Estates Historic District. This request requires the Historic Preservation Commission to provide a recommendation to City Council for consideration in accordance with Section 16-9-5(a) of the Northglenn Municipal Code.

All interested parties may appear and be heard.

Sara Dusenberry, Staff Liaison
Northglenn Historic Preservation Commission
11701 Community Center Drive
Northglenn, CO 80233

Legal Notice No. NT83485
First Publication: March 21, 2024
Last Publication: March 21, 2024
Publisher: Northglenn-Thornton Sentinel

LEGAL NOTICE

RESCHEDULED HEARING
CASE NUMBER: 26-HPC-AC-01

To Whom It May Concern:

You are hereby notified that CASE NUMBER 26-HPC-AC-01 originally scheduled for hearing on Tuesday, July 14, 2026 at 6:00p.m. has been rescheduled to Tuesday, August 11, 2026 at 6:00p.m. A public hearing will be held with the Northglenn Historic Preservation Commission regarding alteration certificate for the property located at 9840 Palm Street. The hearing will be located at 11701 Community Center Drive, Northglenn, CO 80233. At which time all interested parties may appear and be heard. If you have any questions prior to the public hearing, please contact the city planning and development Department at 303.450.8739.

Collette Cook, Secretary
Northglenn Historic Preservation Commission
1701 Community Center Drive
Northglenn, CO 80233

Legal Notice No. 5487
First Publication: July 23, 2026
Last Publication: July 23, 2026
Publisher: Northglenn-Thornton Sentinel



ALTERATION CERTIFICATE ANALYSIS

Deza Estates Historic District



CITY OF
Northglenn

BACKGROUND

CONT'D

- **May 2015 – Adoption of the Northglenn Historic Preservation ordinance**
- **January 2024 – Deza Estates designation as a local historic district**



MINOR ALTERATION CRITERIA

- The replacement of surface materials such as roofing, siding or an exterior architectural feature with materials and design substantially similar to the existing materials or design;
- The installation, removal or replacement of a fence, awning, roofing material or dumpster enclosure;
- The reuse of an existing window or door opening which has been covered or filled through installation of a replica of a historic door or glazing; and
- Those activities deemed to not detrimentally impact or influence in any substantial way the historic integrity or appearance of a designated property, or as deemed to be minor upon petition to and determination by the Director of Planning and Development



MAJOR ALTERATION CRITERIA

Any change to a designated property that **Cont'd** is not maintenance or minor, as determined by the Director of Planning and Development, shall require a Major Alteration Certificate.



PROPOSED ALTERATIONS

- Removal of non-original and non-permitted areas of the house to include carport enclosure and associated room.
- Addition of new garage, master bedroom with ensuite bathroom in rear of property.
- Window replacement.
- Roofing replacement.



DEMOLITION

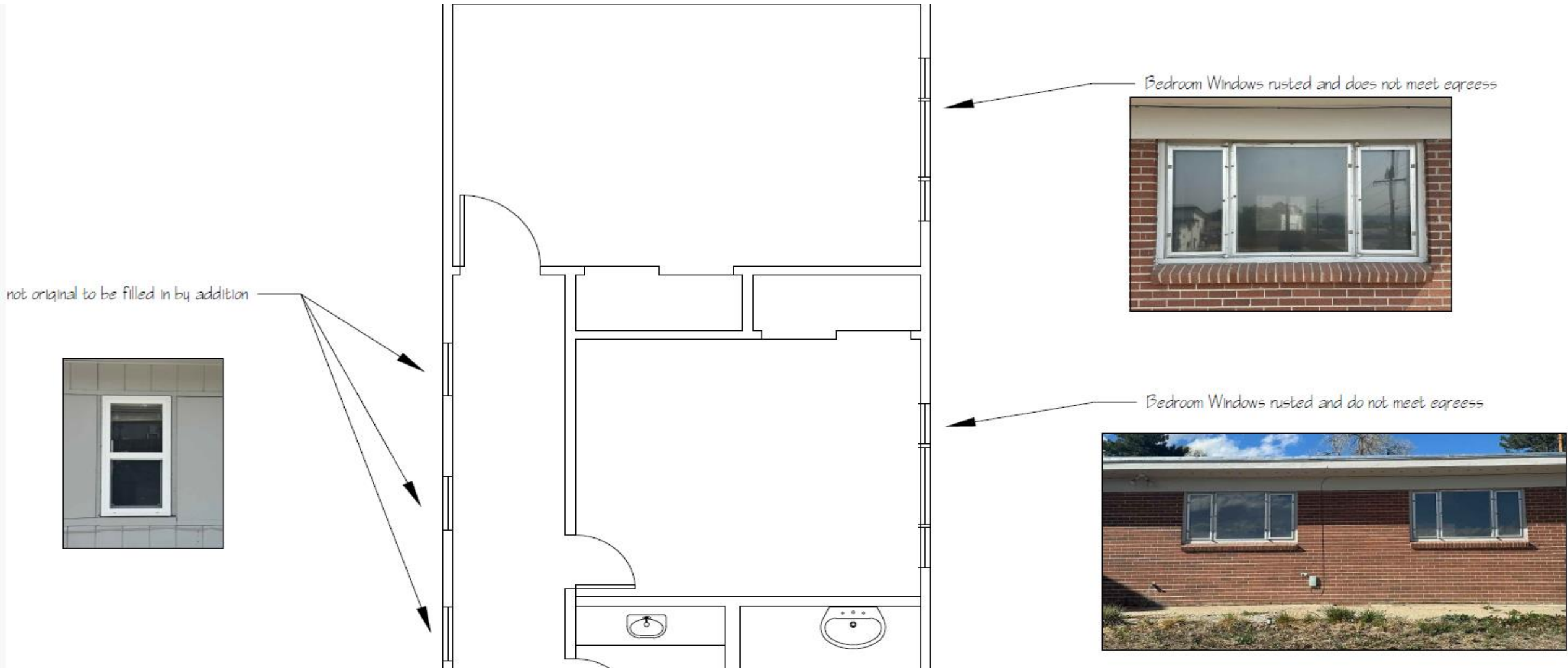


EXISTING WINDOW CONDITION

- **Not original**
- **Film on windows**
- **Improper Sizing**

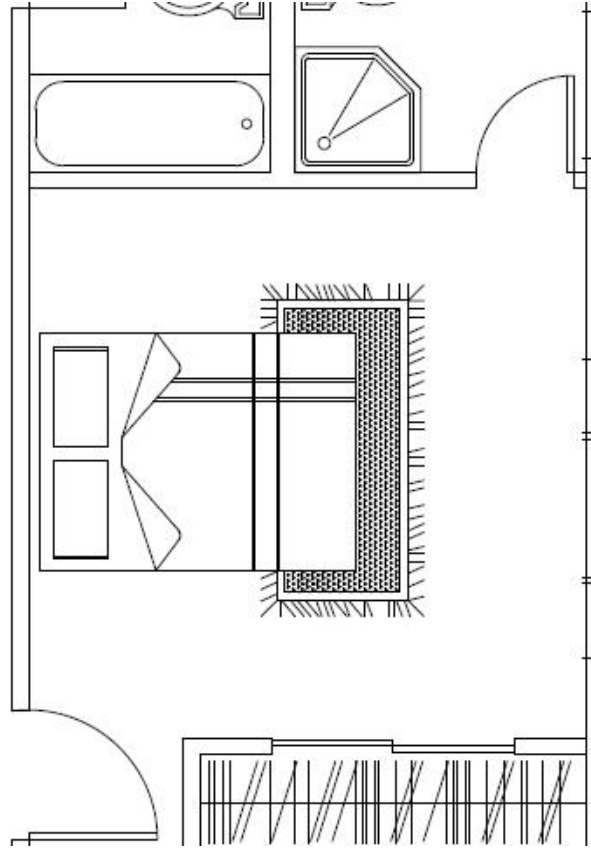


EXISTING WINDOWS (CONTINUED)



EXISTING WINDOWS (CONTINUED)

Window removed and fill in
by others



Window not original and does not fit opening



Bedroom Windows rusted and do not meet egress

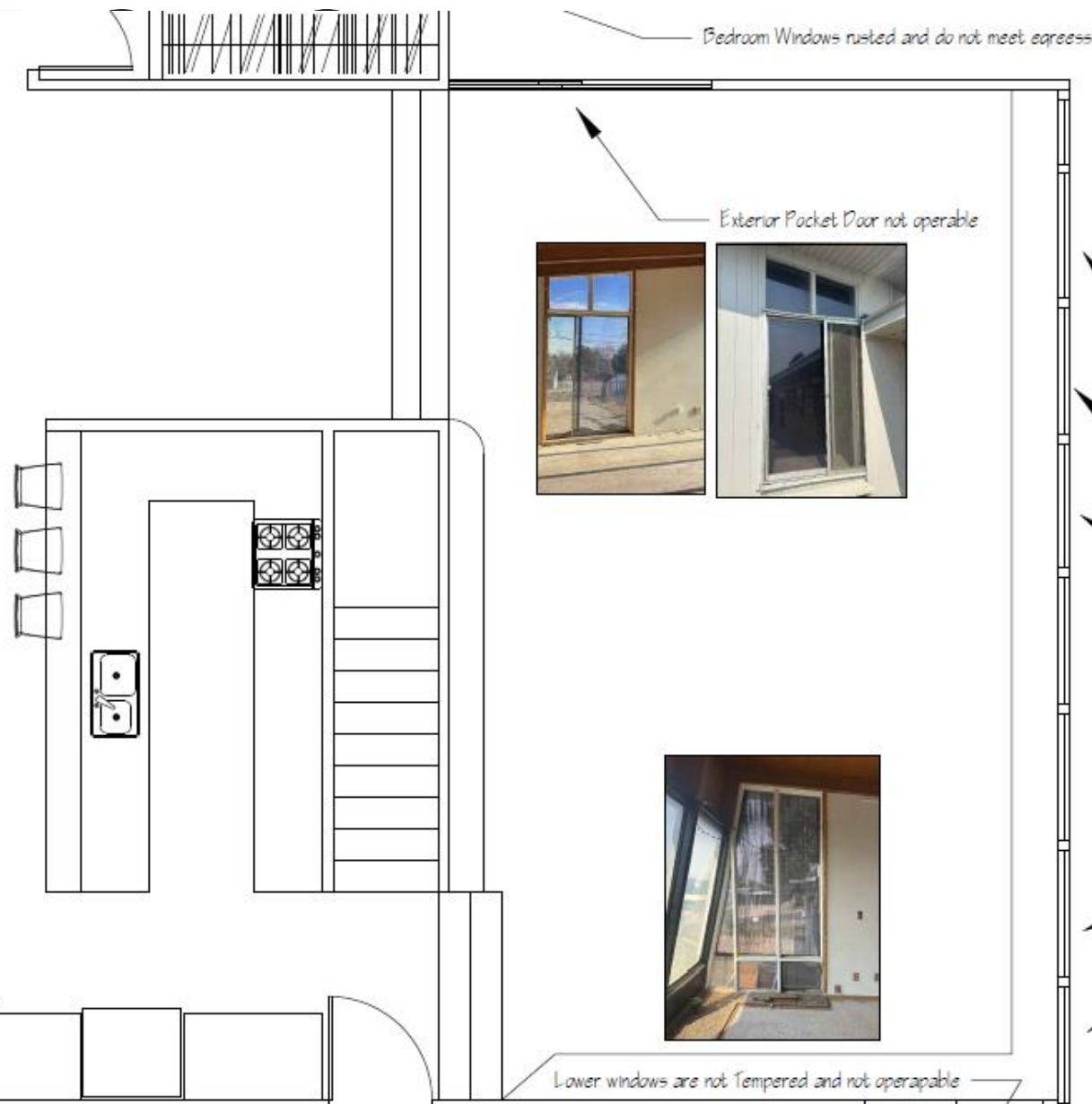


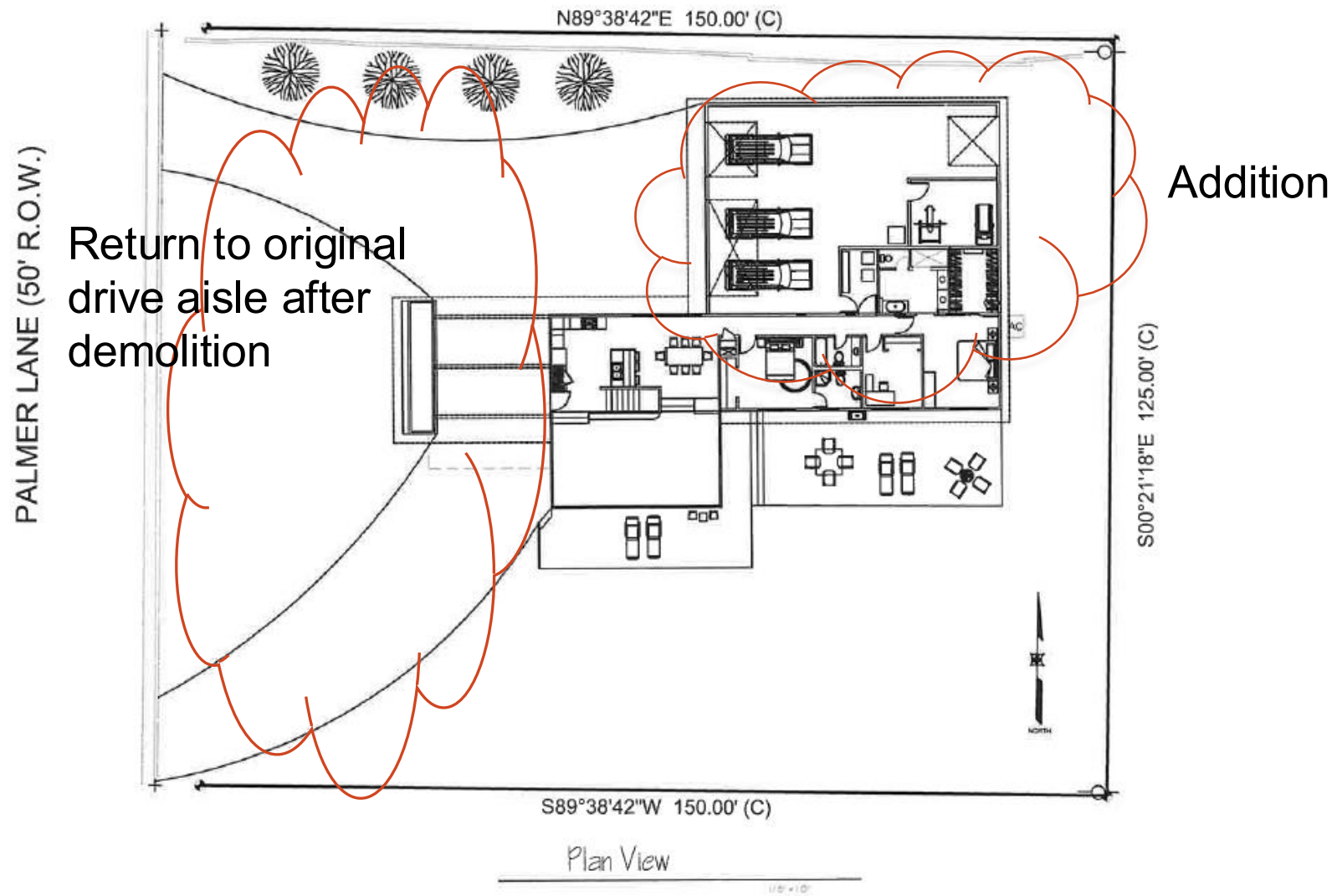


Sliding Glass door is not original the 2 side windows are but not tempered glass

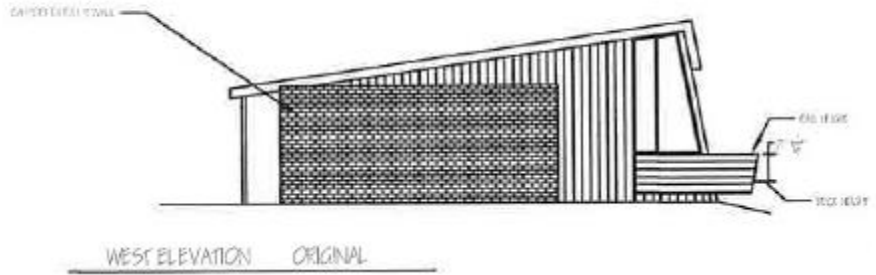


These doors and vestibule were not part of the original home.

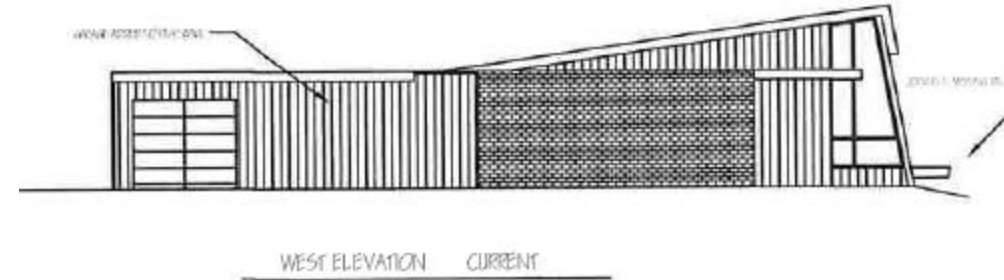




WEST ELEVATIONS

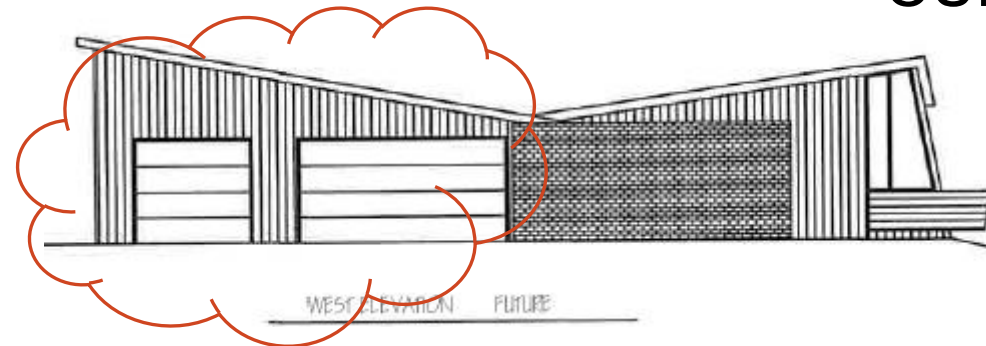


ORIGINAL



CURRENT

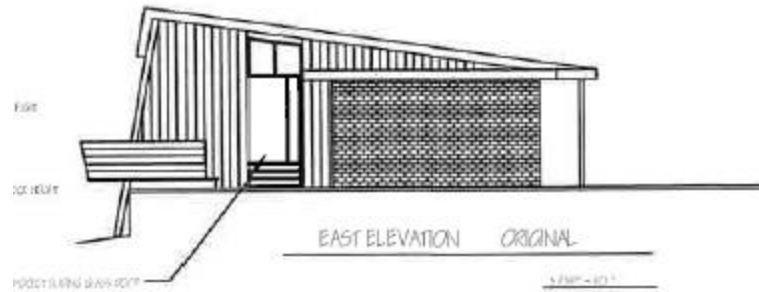
New addition
would be set
back; street view
would show
original drive aisle
not depicted in
sketch



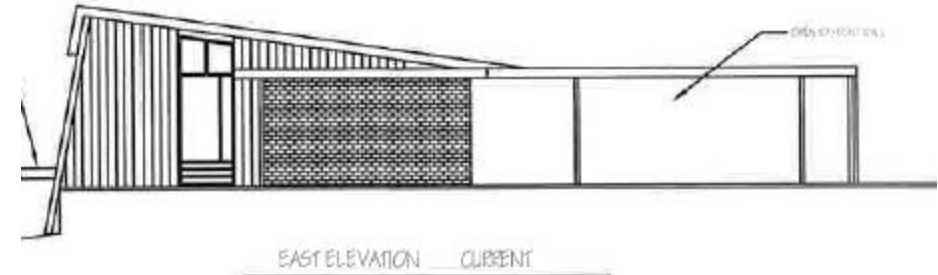
PROPOSED



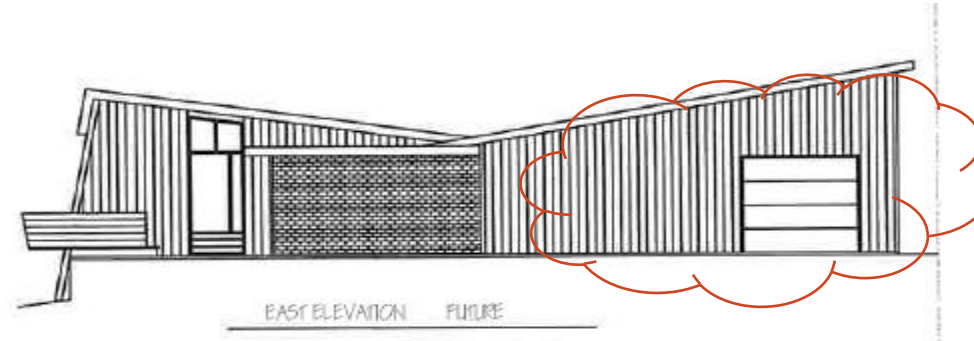
EAST ELEVATIONS



ORIGINAL



CURRENT

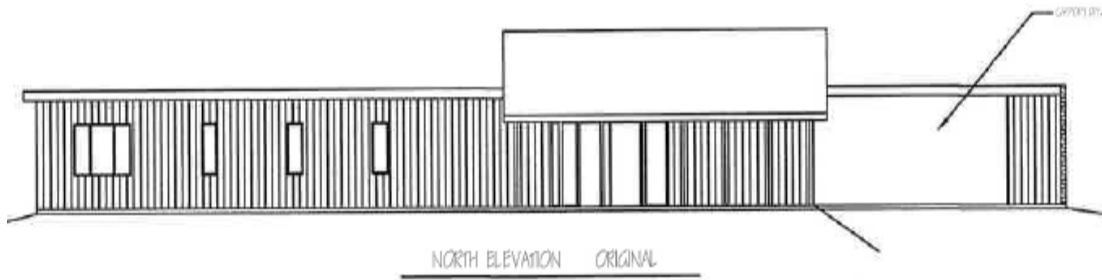


Addition

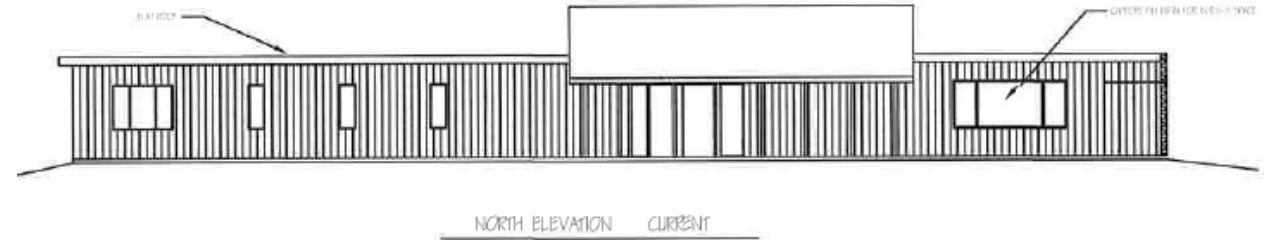
PROPOSED



NORTH ELEVATIONS

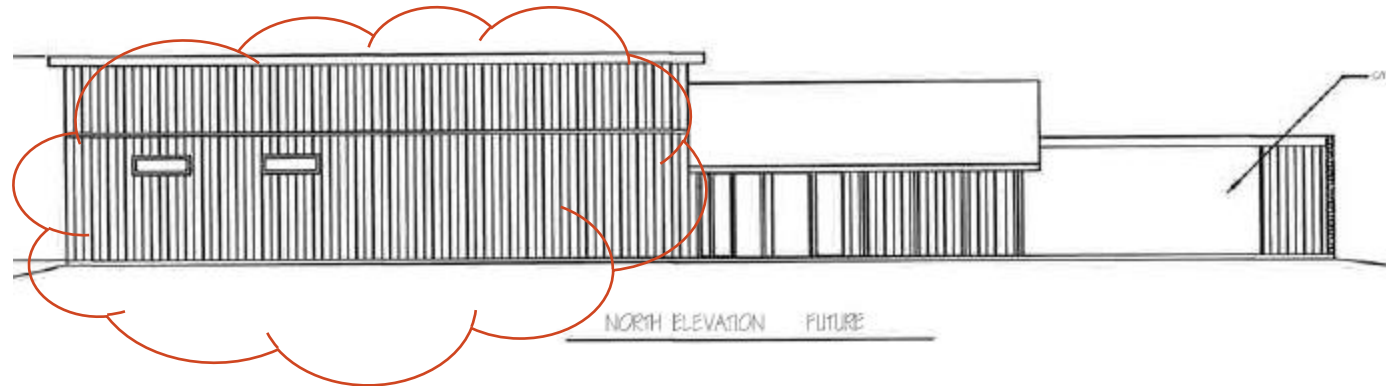


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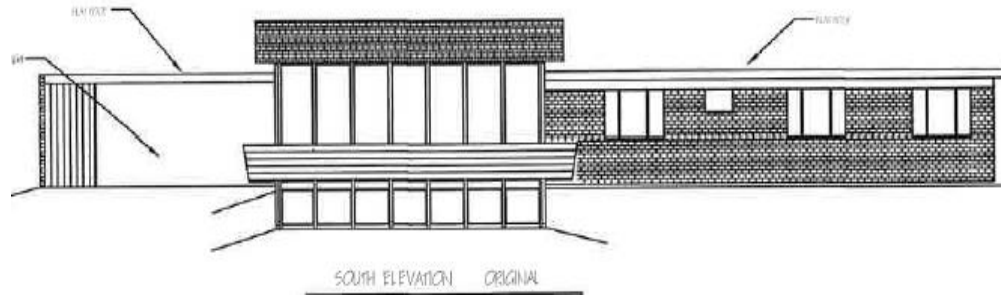
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Addition

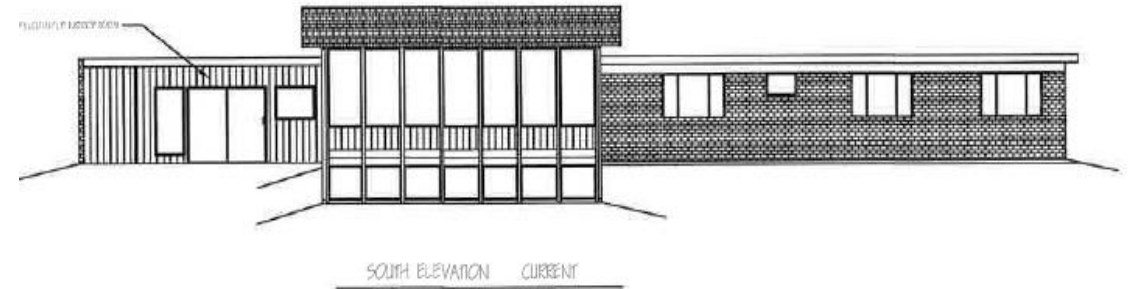


PROPOSED

SOUTH ELEVATIONS

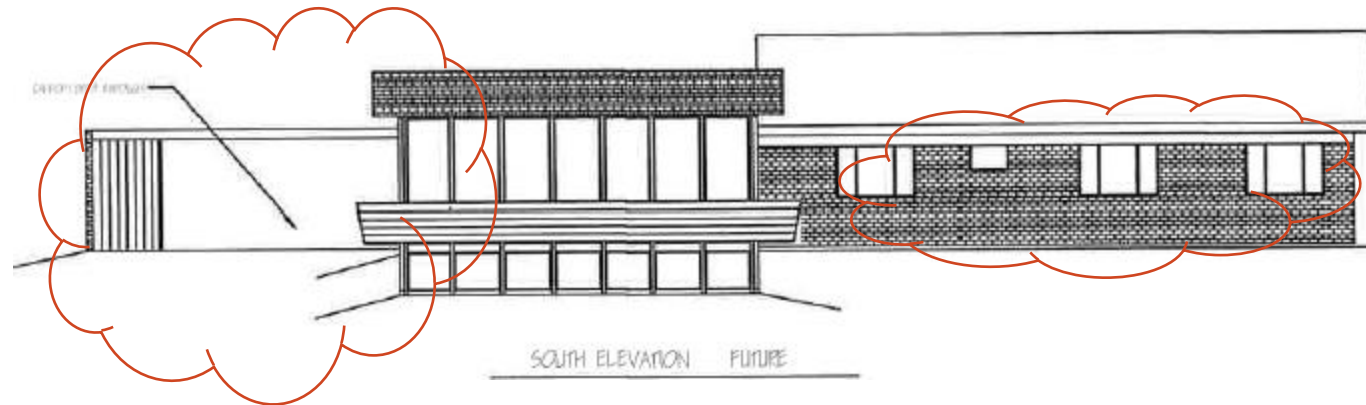


ORIGINAL



CURRENT

Restoration
to original
drive aisle
design



PROPOSED

Convert to
egress
windows;
maintain
existing
dimensions



PROPOSED ROOFING MATERIALS

- **Light grey asphalt shingle on pitched areas**
- **Light grey modified bitumen torch down granulated material on flat areas**
- **Photo is for illustration purposes only**



PROPOSED WINDOWS

- **Pella Impervia
Fiberglass**
- **Paintable to match
existing windows that
are painted**
- **Visual appearance
mimics original
windows**



RECOMMENDATION

Deza Estates Historic District Alteration Certificate



CITY OF
Northglenn

APPROVAL CRITERIA

CRITERIA:	STAFF ANALYSIS:
The effect upon the general historical and architectural character of the structure and property	The integrity of the architectural value to the historical designation remains. The removal of the carport enclosure brings the home to closer alignment with the original historical and architectural character of the home. Housing addition, roofing and window replacement have been thoughtfully designed to mimic existing and era appropriate materials.
The architectural style, arrangement, texture and material used on the existing and proposed structures and their relation and compatibility with other structures.	The architectural style, arrangement, texture and material proposed for the garage addition closely resembles current façade. Window dimensions on all replaced windows will remain the same. Roofing design for addition mimic current architectural design. All visible roofing will contain shingle material that is era appropriate to maintain historic character. While not visible, roofing on flat roof surfaces differs from original design to comply with the building code. Great care has been taken to ensure said material is aesthetically pleasing to the eye.



APPROVAL CRITERIA

CRITERIA:	STAFF ANALYSIS:
The size of the structure, its setbacks, its site, location and the appropriateness thereof, when compared to the existing structure and the site.	The changes visible from the public right-of-way do not diminish the integrity of the property. The housing addition is set back in the rear lot and is minimally visible from any street. The addition complies with UDO guidelines in size appropriateness with the lot and meets all setback requirements.
The compatibility of accessory structures and fences with the main structure on the site, and with other structures	No accessory structure or fencing proposed. The addition of the garage and bedroom with en-suite bathroom will be an expansion of the primary residence and is compatible with the original structure.



APPROVAL CRITERIA (CONTINUED)

CRITERIA:	STAFF ANALYSIS:
The effects of the proposed work in creating, changing, destroying, or otherwise impacting the Exterior Architectural Features of the structure upon which such work is done.	Original exterior architectural features will remain in place. The demolition of the existing garage and associated structure will bring the architectural features more alignment with the original design. The housing addition seeks to incorporate like-minded architectural design. Proposed alteration does not create, change, destroy, or impact the exterior architectural features of the residence.



APPROVAL CRITERIA (CONTINUED)

CRITERIA:	STAFF ANALYSIS:
The condition of existing improvements and whether they are a hazard to public health and safety	The current garage enclosure with associated room was never permitted and presents significant health and safety concerns. Removal will not only restore the historical integrity of the property but is necessary for life safety. The proposed addition will be permitted to avoid any hazard potential to public health and safety. Three of the windows along the upper level of the south side of the home will be replaced with egress windows for life safety purposes. All other replacement windows will provide energy efficiency and meet building code. All windows will be permitted. Where practical, roofing shingles will be used to maintain the historical character of the home. On the flat roof surfaces, using shingles create ridges that trap water. Our Chief Building Official advised that no manufacture would warranty shingles on flat surfaces, and it is likely that obtaining homeowner insurance approval would be difficult if not impossible. Flat surfaces are not visible from the public view, and the use of modified bitumen torch down granulated material creates an almost seamless membrane providing an aesthetically pleasing, building code approved roofing material.



APPROVAL CRITERIA (CONTINUED)

CRITERIA:	STAFF ANALYSIS:
The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property	Proposed work does not compromise the historical designation or land use of the property.
The ability to comply with the Secretary of the Interior's Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings, a section of the Secretary of the Interior's Standards for Historic Preservation Projects, of the Department of the Interior Regulations (36 C.F.R. Part 67, Historic Preservation Certificates), as may be amended from time to time	Proposal complies with the Secretary of the Interior's Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings as outlined in chart below.
Guidance provided by the National Park Service Historic Preservation Briefs, as the same may exist from time to time	Preservation Briefs 3, 9, 14, and 19 provide guidelines applicable to the request. See chart below. Staff research found no other Preservation Briefs relevant to the Alteration Certificate presented.



SECRETARY OF INTERIOR STANDARDS

CRITERIA:	STAFF ANALYSIS:
Secretary of the Interior's Standards for Rehabilitation and Guidelines of Rehabilitating Historic Buildings Preservation Projects (Exhibit D) requires new additions, exterior alterations, or related new construction to be compatible, yet differentiated, so the historic integrity is not compromised.	The residential addition is recognizable from the residence with addition of garage doors and extended roofing that mirrors existing roof. The addition is compatible, differentiated, and maintains the historic integrity of the home.
New additions and adjacent alterations are required to be physically and visually reversible, so the essential form and integrity of the historic property are not irreparably lost if removed in the future.	The structure of the primary residence would not be compromised by the removal of the addition. The alteration is both physically and visually reversible with no irreparable loss to the structure.



ILLUSTRATED GUIDELINES ON SUSTAINABILITY

CRITERIA:

Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings (Exhibit E) recommend installing storm windows for energy efficiency when windows can be repaired. When existing windows are too deteriorated to repair, the guideline recommends compatible and energy-efficient replacement windows that match the appearance, size, design, proportion and profile of the existing historic windows and that are also durable, repairable and recyclable.

STAFF ANALYSIS:

Due to the age of the existing windows, many of the windows are broken or damaged beyond repair necessitating replacement. The applicant is seeking to replace the windows with energy-efficient windows that mirror the same dimensions and retain the character of the structure. Three of the windows will be redesigned to allow for egress. Staff is recommending the approval for safety and notes that overall dimensions will remain to minimize the visible change to the egress windows.



PRESERVATION BRIEFS

CRITERIA:

Preservation Brief 3, Improving Energy Efficiency in Historic Buildings, (Exhibit F) allows for window replacement when the windows are beyond repair provided replacement windows installed match the historic windows in size, design, number of panes, muntin profile, color, reflective qualities of the glass, and the same relationship to the window opening.

Preservation Brief 9, The Repair of Historic Wood Windows, (Exhibit G) explains significance of original windows. Recommendation for replacement aligns with the criteria in Preservation Brief 3 mentioned above.

STAFF ANALYSIS:

Except for the egress windows, all replacement windows will closely resemble the existing size, design, panes, muntin profile, color, and reflective qualities of the glass. The egress windows will maintain all attributes practical while allowing for safety measures for the occupants.

The seven large windows in the family room are not original and therefore not considered of significance. All replacement windows will closely resemble the existing size, design, panes, muntin profile, color, and reflective qualities of the glass, except for egress windows as mentioned above.



PRESERVATION BRIEFS (CONTINUED)

CRITERIA:

Preservation Brief 14 (Exhibit H) requires that 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 nonsignificant interior spaces. Criteria for allowance of additions are ability to preserve significant historic materials, features and form; compatibility and differentiated from the historic building.

STAFF ANALYSIS:

The use of a garage cannot be accommodated inside the residence. Current layout of the residence does cannot accommodate the addition of a master bedroom with en-suite. The addition has been thoughtfully designed to maintain the historic character of the property through roofing and exterior elevation design. Furthermore, the addition sits at the rear of the property and does not diminish the street view.

Addition will incorporate the same design and materials existing on the structure, is compatible with both the structure on the property and the surrounding neighborhood and is easily differentiated through the design and placement. The addition will allow for the removal of the non-permitted existing dilapidated garage and restore integrity of the structure.



PRESERVATION BRIEFS (CONTINUED)

CRITERIA:	STAFF ANALYSIS:
Preservation Brief 19, The Repair and Replacement of Historic Wooden Shingle Roofs, (Exhibit I) while not contemplating flat roofing surfaces, requires that roof replacement meets current building code.	The City of Northglenn follows the International Building Code (currently transitioning to the 2024 edition) which does not allow the use of shingles for flat surfaces. The visible portion of the roof will be comprised of shingles, flat surfaces comprised of modified bitumen torch down granulated material meeting the guidelines established in Preservation Brief 19.



DEMOLITION CRITERIA

CONT'D

The structure or portion of the structure proposed for demolition is not structurally sound despite evidence of the owner's efforts to properly maintain the structure	Existing carport and associated room were installed prior to current homeowner purchasing the property. The carport, associated room, and shed were never permitted and are both dilapidated. Current conditions of the structures pose a blight to the property. (Note: shed was removed prior to hearing due to extreme decay creating safety hazard).
The structure or portion of the structure being demolished cannot be rehabilitated or reused on site to provide for any reasonable beneficial use of the property	Neither structure was part of the original footprint nor part of the historical value of the property. Rehabilitation is not recommended as demolition of the enclosed carport will bring the home back to the original footprint, restoring the circle drive and covered carport.



DEMOLITION CRITERIA (CONTINUED)

CONT'D

(3) The designated structure or portion of the structure being demolished will be replaced with a structure that meets the standards in this Article 9 of Chapter 16

Designation of the property was based on the extraordinary historic significance of Deza Estates development and the distinctive architectural style of the residential home. The enclosure on the carport and shed were not part of the consideration of the designation. The portion being demolished will be replaced with the addition that will be permitted and aligns with Article 9 of Chapter 16.



RECOMMENDATION

Staff is recommending the Historic Preservation Commission consider approval of the following:

- Resolution 26-02, approving case number HPC-1-26 a request for Alteration Certificate for 9840 Palmer Ln in the Deza Estates Historic District



ADMINISTRATION

Deza Estates Historic District Alteration Certificate



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HPC OPTIONS

1. Approve the request with or without conditions or stipulations;
2. Deny the request for reasons stated and by identifying where the request does not meet the approval criteria; or
3. Table the request for further consideration.



NEXT STEPS

- Approval should be based on the criteria outlined in 16-9-7(e) & (f).
- The Historic Preservation Commission is the final authority.
- If the Alteration Certificate is denied, the affected property owner may appeal the Commission's decision by filing a written appeal with the City Council within thirty days of the Commission's decision.



QUESTIONS?



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