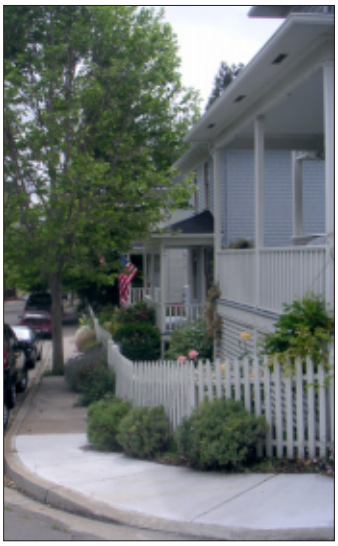
HERCULES
DESIGN GUIDELINES
FOR
HISTORIC PRESERVATION



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DESIGN GUIDELINES
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HISTORIC PRESERVATION

Prepared by:
Winter & Company
RACESTUDIO

CREDITS

Steering Committee
John Baucke
Fred Kilby
Richard Mitchell
David Sargent
Jay Tucker

City of Hercules

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Dennis Tagishira	Planning Manager
Rochelle Samuels	Planning Secretary

Consultants

Bruce Race	RACESTUDIO
Noré Winter	Winter & Company

CONTENTS

INTRODUCTION

This document provides guidance for improvements to historic properties in Hercules, California. Anyone planning a project will also be subject to the requirements of the City of Hercules Municipal Code.

These design guidelines are for property owners planning exterior alterations and additions to existing historic houses. They also apply to the design of new structures within the districts. The guidelines will assist property owners in understanding the context of the built environment of Hercules and help owners when they are faced with decisions about alterations and new construction. The guidelines are not a rigid set of rules. Rather, their purpose is to provide educational information to property owners and tenants about historic buildings, their distinctive characteristics and how to maintain them; they suggest various appropriate ways to address design, repair and rehabilitation issues; and, they suggest good maintenance practices.

How Will These Design Guidelines Be Used?

These design guidelines are provided to property owners as information that may be used in planning an approach to the treatment of historic houses. Owners are encouraged to review the guidelines when planning an improvement project in order to ensure that the work contemplated will help preserve the historic character of a neighborhood.

In some cases, the guidelines are applied in a more formal manner. Many properties within the City are designated as "Historic Landmarks" or are located within the "H Historic Overlay District," and are subject to The General Land Use Plan, Chapter 20 regulations. These regulations are enforced by the Historic Architectural Review Board (HARB) and Planning staff. The plan requires that a property owner submit an application to the review authority for exterior modifications to a Historic Landmark or a building within the H Historic Overlay District.

The design review process is "reactive," in that it applies to proposed actions initiated by a property owner. While it guides an approach to certain design problems by offering alternative solutions, the design review process does not dictate a specific outcome nor does it require a property owner to instigate improvements that are not contemplated.

While ordinary repair and maintenance are encouraged, seemingly minor alterations to a historic structure, like enclosing a porch or changing windows, can have a dramatic effect on the visual character and therefore are of concern. The following is a list of common changes that can have a significant impact on a historic structure:

- The alteration or restoration of exterior features on a historic structure
- Addition to a structure
- The removal or demolition, in whole or in part, of a historic structure
- Applying a new exterior siding material
- Adding a new window, door or dormer
- Creating a driveway or a parking area
- Building a deck, fence or garage
- Enclosing a porch
- The construction of a new structure on site

This list is not all inclusive but is indicative of the types of changes to which these design guidelines apply. For questions regarding design review and the applicability of these guidelines, please contact the Planning Division.

Organization of the Document

The document is organized into five sections which are as follows:

- **Chapter 1: Purpose of Design Guidelines.** This chapter presents general information about historic preservation and design guidelines.
- **Chapter 2: Rehabilitation of Historic Properties.** This chapter provides the design guidelines that apply to rehabilitation or alteration of historic properties in Hercules.
- **Chapter 3: Additions.** This chapter provides the design guidelines for additions to historic houses.
- **Chapter 4: All Projects.** This chapter provides the general design guidelines.
- **Appendices.** This final section provides other supplementary information that may be helpful when using this document.

Structure of Design Guidelines

Each design guideline in this document includes several components that constitute the material upon which design review decisions will be made.

Design Element Categories

The guidelines are grouped into pertinent design element categories (e.g., site planning, building materials, secondary structures).

Policy Statement

Each design element category has a policy statement that explains the City's basic approach to the treatment of that topic. In cases where the detailed design guidelines do not appear to address a situation, this general policy statement shall serve as the basis for determining the appropriateness. *Policy statements are presented in a black box.*

Background Information

Following the policy statement is a brief discussion of the issues typically associated with the specific design topic. This may include technical information as well as other relevant preservation theory.

Specific Design Guidelines

Specific design guidelines are numbered in order to reference them during the design review process. The numbering system does not reflect a prioritization of the design guidelines.

Additional Information

The design guideline statement is followed by supplementary information that may include additional requirements, or may provide an expanded explanation. The supplementary information is listed as bulleted (•) statements.

Illustrations

Design guidelines are further explained with photographs and illustrations. The examples given should not be considered the only appropriate options, however.

✓'s and ✘'s

In order to help the reader determine design approaches that are appropriate, many of the illustrations are marked with either a ✓ or an ✘. Those illustrations marked with a ✓ are considered appropriate solutions to the design issue, whereas those illustrations marked with an ✘ are not appropriate.

Sample of the format used in this document for design guidelines.

Treatment of Character-Defining Features

Policy: Preserve historic architectural features and details.

Historic features, including original materials, architectural details, window and door openings, contribute to the character of a structure and should be preserved when feasible. Continued maintenance is the best preservation method.

4.1 Protect and maintain significant stylistic features.

- The best preservation procedure is to maintain historic features from the outset so that intervention is not required.
- Preserve character-defining features. Then, repair only those features that are deteriorated. Finally, replace only those features that are beyond repair.

Protect and maintain significant stylistic features, such as these windows, dentils, the flower patterns and the cupola.

Which Design Guidelines Apply to Your Project?

Use the chart below to identify the chapters that apply to the work being considered. The topics below are defined by the work being considered. This list is not all inclusive.

- Preservation of a historic structure: The act or process of applying measures to sustain the existing form, integrity and materials of a building or structure. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.
- Restoration of a historic structure: The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.
- Reconstruction of a historic feature: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.
- Addition to a historic structure: The act of adding square footage to a historic structure.
- New construction: The act of adding any new structure on a historic property.
- Site improvements: The act of adding any new site elements on a historic property.
- Adaptive reuse: Any new use that is different than the intended use of a historic property.

USE THESE CHAPTERS

PROPOSED WORK	Introduction	1. Purpose of Design Guidelines	2. Rehabilitation of a Historic Property	3. Additions	4. General Design Guidelines	Appendices *(Secretary's Standards, Definitions, and Resources)*			
Preservation of a historic structure	✓	✓	✓			✓			
Restoration of a historic structure	✓	✓	✓			✓			
Reconstruction of a historic feature	✓	✓	✓			✓			
Addition to a historic structure	✓	✓	✓	✓	✓	✓			
New construction	✓	✓			✓	✓			
Site improvements	✓	✓			✓	✓			
Adaptive reuse	✓	✓	✓			✓			

CHAPTER

1

PURPOSE OF DESIGN GUIDELINES

Historic preservation is an established part of city planning in Hercules. Over the past decade, the community has initiated preservation initiatives to protect the many historic houses that remain as reminders of the past. While the City remains dynamic and change continues to occur in response to varying community goals and economic conditions, preserving Hercules's heritage remains a primary goal of the community. These design guidelines are written for use by property owners, residents, the Historic Architectural Review Board, City staff and others to foster the preservation of historic residential, industrial and civic buildings. They also provide useful information that may be applied in other preservation projects.

Background of Design Guidelines

What are Design Guidelines?

The guidelines convey general policies about the design of alterations to existing structures, additions, new construction and site work. However, they do not dictate solutions. Instead, they define a range of appropriate responses to a variety of specific design issues.

Why Have Design Guidelines?

The Design Guidelines help establish a common understanding of preservation design principles and standards. Maintaining a high quality of life and retaining the charm and character that exists are important goals identified by the City. Therefore, these guidelines and the design review process through which they are administered promote preservation of the historic, cultural and architectural resources that reflect the history of Hercules. These resources are fragile and finite, and are vulnerable to inappropriate alteration and demolition. Recognizing this, the City of Hercules has established these design guidelines.

While the design guidelines are written for use by the layperson, property owners are strongly encouraged to enlist the assistance of qualified design and planning professionals, including architects and preservation consultants.

Policy Base for Design Guidelines

The following documents state design objectives and policies for the historic buildings found in Hercules:

Declaration of Covenants, Conditions and Restrictions of Hercules By The Bay Homeowners Association
1983

City of Hercules
Historical Overlay Districts Standards and Guides to Applicants
1983

City of Hercules
Zoning Ordinance
"Chapter 20: H Historic Overlay District"
1998

Hercules by the Bay HOA Rules and Architectural Guidelines,
"Historic Homes Section"
1996

The Historic Architectural Review Board (HARB)

The planning commission shall serve as the Historic Architectural Review Board. As such Board, it is authorized to review for approval proposed alterations, enlargements or rebuilding affecting the exterior of buildings in the H District, whether newly erected, existing or relocated, the landscaping associated with such buildings, site plans and the proposed erection, relocation or demolition of buildings in the H District. The homeowners association in which the property is located shall review proposed site development standards and projects and shall make a recommendation in writing to be submitted as part of the project application prior to review by the Historic Architectural Review Board.

In addition to these guidelines, property owners in the historic residential neighborhood should reference the *Hercules by the Bay Homeowners Association Rules and Architectural Guidelines* - "Historic Homes Section," dated August 1996.

Design Review in Hercules

Follow these basic steps to understand the design review process in Hercules.

Step 1. Consider professional design assistance.
Property owners are encouraged to engage licensed architects and other design and planning professionals to assist them in developing their concepts. Doing so may help facilitate the review process.

Step 2. Check other City regulations.
The guidelines are a supplement to other adopted City regulations. The Planning Division of the City of Hercules, as well as Building and Code Enforcement, can provide information about certain regulations, which also may affect the design character of a project. Examples include:

- Approved specific plans (i.e. the New Pacific Properties Specific Plan and The Waterfront District Master Plan).
- Approved Design Review Permits.
- Approved Final Planned Development Plans.

Step 3. Become familiar with the design guidelines.
Review the basic organization of this guidelines document and determine which chapter(s) will apply to a project.

Step 4. Review the site context.
Consider immediately adjacent properties and also the character of an entire block.

Step 5. Develop a design concept using the guidelines.
The guidelines form the basis for the design review process.

Step 6. Prepare and submit a complete application packet for formal review.
An application packet should be prepared and submitted to the City for projects subject to review. Adequate documentation is essential to provide a complete understanding of the work proposed.

As the sketches on the following page illustrate, if a drawing is to be included in the submittal package, it should be drafted to scale and executed in a manner that clearly depicts the character of the proposed work.

For a complete list of required submittal documents, contact the Planning Division.

Basic Principles for Historic Preservation

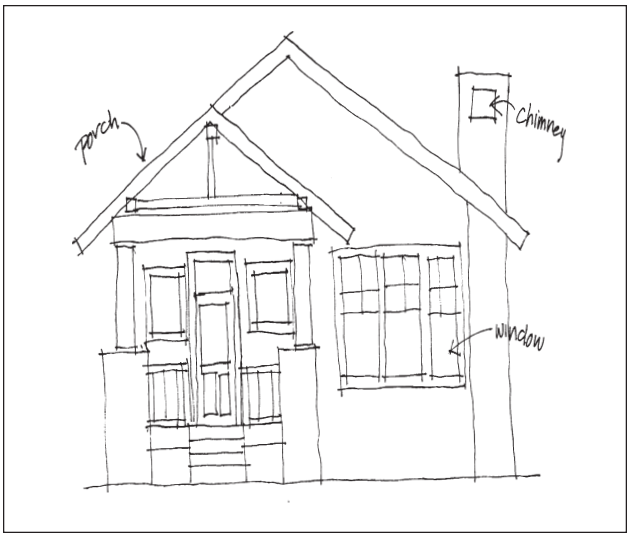
These design guidelines incorporate principles set forth in *The Secretary of the Interior's Standards for the Treatment of Historic Properties.* The Secretary of the Interior's Standards are general rehabilitation guidelines established by the National Park Service. These standards are policies that normally serve as a basis for more detailed design guidelines. The City of Hercules uses *The Secretary of the Interior's Standards for Rehabilitation* as a basis for these guidelines. *The Secretary of the Interior's Standards for Rehabilitation* appear in Appendix A.

The Concept of Historic Significance
What makes a property historically significant? It is generally recognized that a certain amount of time must pass before the historical significance of a property can be evaluated. The National Register, for example,

suggests that a property be at least 50 years old or have extraordinary importance before it may be considered for listing.

The National Register of Historic Places, California Register of Historical Resources, California Points of Historical Interest and the California Historic Landmark Commission set varying criteria to achieve designation. Criteria may include the following:

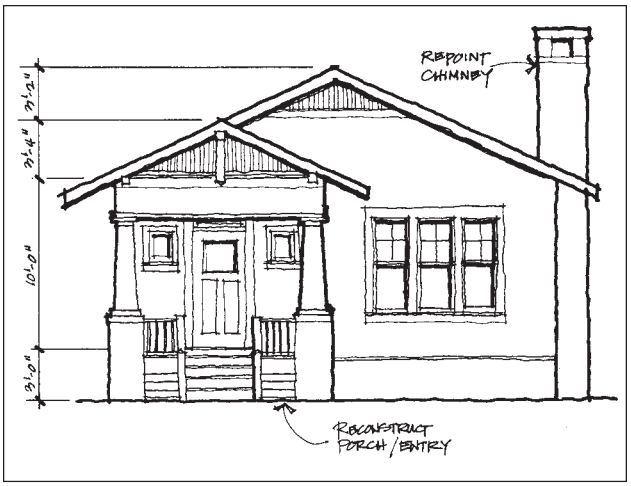
- Associated with events that have made a significant contribution to the broad patterns of our history.
- Has yielded, or may likely yield, information important in history or prehistory.
- The first, last, only or most significant of its type in the state or within a large geographic region (Northern, Central or Southern California).



Inappropriate drawing: *the scale and character are not clearly conveyed, nor are there any dimensions.*

Period of Significance

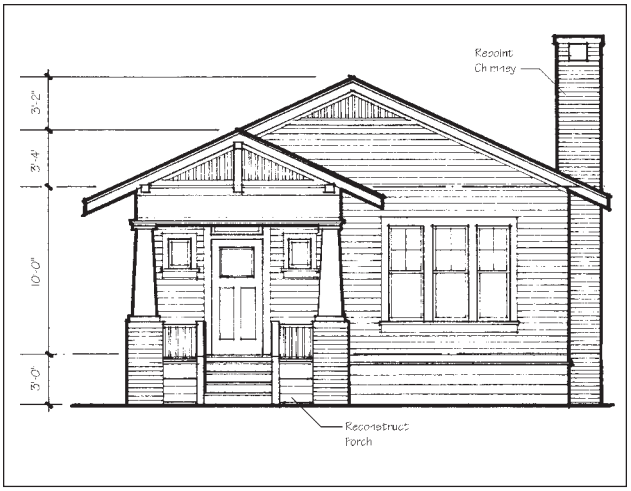
Every historic building has a *period of significance*—or the time span during which it gained architectural, historical or cultural importance. A property is significant because it represents or is associated with a particular period or specific date in history. Frequently, this period of significance is its construction date and may also include the dates of subsequent additions or alterations. Portions of the building fabric that date from the period of significance typically contribute to the character of the structure.



Appropriate drawing: *while in free-hand, this drawing does adequately convey the scale and character of the proposed work.*

Most of the historic buildings from the original plant village date from a time that spans approximately 50 years (1890's-1940s), from the time of the earliest surviving buildings, to the Arts and Crafts movement. These plant village buildings represent the cohesiveness of the original village fabric including residential, civic and industrial building types.

Many of these plant village buildings were moved from their original location around 1981 and placed on new foundations. In several cases, new additions were placed to the back of the buildings as well. The period of significance applies to the building's original fabric, but not the later foundation and additions.



Appropriate drawing: *mechanically drafted to scale, this drawing best conveys the character of the proposed work.*

Concept of "Integrity"

In addition to being historically significant, a property also must have integrity—a sufficient percentage of the structure must exhibit characteristics from the period of significance. The majority of the building's structural system and its materials should date from that time and its key character-defining features also

should remain intact. These may include architectural details, such as dormers and porches, ornamental brackets and moldings, materials such as exterior siding, as well as the overall mass and form of the building. It is these elements that allow a building to be recognized as a product of its time.

Alterations

Historic buildings may have experienced alterations over time, as design tastes changed or need for additional space occurred. For example, an owner of a residential building may have added a wing for a new bedroom, or to expand the kitchen. These alterations typically were subordinate in scale and character to the main building. Alterations were often executed using materials that were similar to those in use historically.

Some alterations may have taken on historic significance of their own. One constructed in a manner that was compatible with the original building and that is associated with the period of significance may merit preservation in its own right.

This tradition of alterations is anticipated to continue. It is important, however, that new alterations be designed in such a manner that they preserve the historic character of the primary structure. The following alterations would detract from a residential building's integrity: enclosing porches, changing the location of window and door openings on the front facade and/or changing the primary roof form. These would all detract from the overall building integrity.

Benefits of Preserving Historic Buildings

Construction Quality

Lumber used in early Hercules came from mature trees, was properly seasoned and typically was milled to "full dimensions," which often yielded stronger framing. These houses also were thoughtfully detailed and the finishes were generally of high quality—features that owners today appreciate. The high quality of construction in historic houses is therefore a "value" to the community.

Livability and Quality of Life

When groups of historic buildings occur together in a setting, they create a street scene that is "pedestrian friendly," which encourages walking and neighborly interaction. Decorative architectural features also contribute to a sense of identity, an attribute that is rare and difficult to achieve in newer areas of the city. This physical sense of place can also reinforce desirable community social patterns and contribute to a sense of security.

Incentives

Owners of historic properties also have access to the *California State Historic Building Code* which allows more flexibility in some design or rehabilitation approaches.

Responsibility of Ownership

Ownership of a historic property carries benefits and a responsibility to respect the historic character of the property and its setting. While this responsibility does exist, it does not automatically translate into higher construction or maintenance costs. Ultimately, residents and property owners should recognize that historic preservation is a long-range community policy that promotes economic well-being and overall viability of the City at large.

Choosing an Approach

Preservation projects may include a range of activities, such as maintenance of existing historic elements, repairs of deteriorated materials, the replacement of missing features and construction of new additions. When planning a preservation approach, consider the definitions of the following terms:

1. **Preservation.** The act or process of applying measures to sustain the existing form, integrity and material of a building. Some work focuses on keeping a property in good working condition by repairing features as soon as deterioration becomes apparent, using procedures that retain the original character and finish of the features. Property owners are strongly encouraged to maintain properties in good condition.
2. **Rehabilitation.** "Rehabilitation" is the process of returning a property to a state that makes a contemporary use possible while still preserving those portions or features of the property which are significant to its historical, architectural and

cultural values. Rehabilitation may include a change in use of the building or additions. For example, adding a new bedroom onto an historic building would be considered a rehabilitation project.

3. **Renovation.** To "renovate" means to improve by repair, to revive. In renovation, the usefulness and appearance of the building is enhanced. The basic character and significant details of a building are respected and preserved, but some sympathetic alterations may also occur.
4. **Restoration.** To "restore," one reproduces the appearance of a building exactly as it looked at a particular moment in time. This process may include the removal of later work or the replacement of missing historic features.
5. **Remodeling.** To change the historic design of a building is to "remodel" it. The appearance is altered by removing original details and by adding new features that are out of character with the original. Remodeling is inappropriate.
6. **Reconstruction.** To "reconstruct" a building means rebuilding a structure that no longer exists exactly as it appeared historically. For most instances in Hercules, the exact reconstruction of an extant historic house is inappropriate.

Planning a Preservation Project

The first step in planning a preservation project is to identify any significant features and materials of the structure. Retaining such details will greatly enhance the overall quality of the project. If they are in good condition, then selecting an appropriate treatment will provide for proper preservation. In making the selection, follow this sequence:

1. ***Preserve:*** If a feature is intact and in good condition, maintain it as such.
2. ***Repair:*** If the feature is deteriorated or damaged, repair it to its original condition.
3. ***Replace:*** If it is not feasible to repair the feature, then replace it with one that is the same or similar in character (e.g., materials, detail, finish) to the original one. Replace only that portion which is beyond repair.
4. ***Reconstruct:*** If the feature is missing entirely, reconstruct it from appropriate evidence.
5. If a **new feature or addition** is necessary, design it in such a way as to minimize the impact on original features.

In essence, the least level of intervention is preferred. By following this tenet, the highest degree of integrity will be maintained for the property.

The Basic Principles for Preservation in Hercules

While the guidelines provide direction for specific design issues, some basic principles of preservation form the foundation for them. The following preservation principles apply in Hercules:

1. **Respect the historic design character of the building.**
   • Don't try to change a building's style or make it look older than it really is. Confusing the character by mixing elements of different styles is not appropriate.

2. **Protect and maintain significant features and stylistic elements.**
   • Distinctive stylistic features or examples of skilled craftsmanship should be treated with sensitivity. The best preservation procedure is to maintain historic features through proper maintenance from the outset so that intervention is not required. This includes rust removal, caulking, limited paint removal and reapplication of paint.

3. **Preserve key, character-defining features of the property.**
   • Key features are those that help convey the character of the resource as it appeared during its period of historic significance. These may include the basic structural system and building materials, as well as windows, doors, porches and ornamentation. Typically, those features that are on the front of a building or that are highly visible from a public way will be most important.

4. **Repair deteriorated historic features, and replace only those elements that cannot be repaired.**
   • Maintain the existing material, using recognized preservation methods, whenever possible.

Design of Alterations

Alterations may be considered for historic houses; however, these changes should occur in a manner that will not affect the integrity of the property. Because no two buildings will have the same design solution, consider the following basic design principles:

1. **Design any alterations to be compatible with the historic character of the property.**
   - Avoid alterations that would hinder the ability to interpret the original design character of the house.
   - Alterations that seek to imply an earlier historic period than that of the building are inappropriate.
2. **Avoid alterations that would damage historic features or materials to the front facade.**

Design Principles for Site Design and Infill

Designing a building to fit within a traditional neighborhood or cluster of historic buildings requires careful thought. First, it is important to realize that, while a historic district conveys a certain sense of time and place associated with its history, it also remains dynamic, with alterations to existing structures and construction of new buildings occurring over time.

Design guidelines help assure that, when new building occurs, it will be in a manner that reinforces the basic visual characteristics of the area. This does not mean, however, that new buildings must look old. In fact, imitating historic styles found in Hercules is generally discouraged; historians prefer to be able to "read" the evolution of the street, discerning the apparent age of each building by its style and method of construction. They do so by interpreting the age of a building, placing its style in relative chronological order. When a new building is designed to imitate a historic style, this ability to interpret the history of the street is confused.

Rather than imitating older buildings, a new design should relate to the traditional design characteristics of a neighborhood while also conveying the stylistic trends of today. New construction may do so by drawing upon some basic building features—such as the way in which a building is located on its site, the manner in which it relates to the street and its basic mass, form and materials—rather than applying detailing which may or may not have been historically appropriate. When these design variables are arranged in a new building to be similar to those seen traditionally in the area, visual compatibility results. Therefore, it is possible to be compatible with the historic context while also producing a design that is distinguishable as being newer.

Some people may be confused about this concept; for many, the initial assumption is that any new building should appear to be old. On the contrary, the design guidelines for site design and infill presented later in this document encourage new buildings that can be distinguished as being of their own time. At the same time, they do promote new building designs that would relate to the more fundamental similarities of traditional buildings.

The following principles for site design and infill apply in Hercules:

1. **Respect the design character of the nearby historic properties.**
   - Don't try to make a new building look older than it is. The copying or exact duplication of architectural styles or specific historic buildings is discouraged. Often, a contemporary interpretation of those architectural styles seen historically will work best.

2. **Maintain the setbacks and alignments of buildings in the surrounding context.**
   - A new building should be set back a similar distance from the property line as those nearby historic buildings and incorporate a landscaped area that is in keeping with the neighborhood. Other alignments, such as those seen from similar eave heights, porch heights and the relative alignment of window and door moldings, are also important.

3. **Relate to the scale of nearby historic buildings.**
   - A new building should relate to the general size, shape and proportions of those buildings seen historically. It is equally important for a new building to use similar primary building materials, at least in appearance.

4. Relate to the size of the lot.

• A new building should be in proportion with the overall size of its lot. A new building should, to the greatest extent possible, maintain the established scale.

Design Principles for Adaptive Reuse of Industrial and Civic Buildings

The design guidelines presented in this document focus on principles for rehabilitation of historic residential buildings that reinforce the historic building fabric and enhance the pedestrian experience. While these represent the majority of property types that occur in the area, the preservation of civic and industrial facilities also are a part of the mix. These buildings played an important role in the history of the plant village. Adaptive reuse and the preservation of these buildings is a goal of the community.

The following are principles for the adaptive reuse of civic and industrial buildings:

1. **Provide edges that are inviting to pedestrians.**

2. **Provide outdoor spaces designed for public use.**

3. **Provide pedestrian connections that link these buildings to the community.**

4. **Minimize the visual impacts of automobiles.**

5. **Locate primary entrances to face the street, not a parking lot.**

Many of terms used in this document are defined in the Glossary in Appendix C.

CHAPTER

2

REHABILITATION OF HISTORIC PROPERTIES

The following design guidelines are recommended for use by property owners of older buildings when considering rehabilitation projects. These guidelines will be used in formal reviews of proposed changes to historic buildings. They can also be used by property owners and their architects, when developing designs for alterations to and strategies for rehabilitation or repair of historic structures and/or their features.

By following the design guidelines presented in this document, a property owner can reasonably expect results similar to the before and after conditions shown here.

The *California State Historic Building Code* (SHBC) also contains information and design standards for accessibility, door widths, energy conservation, and earthquake stabilization. This code should be consulted for most rehabilitation projects. For more information about the SHBC, follow the State Historical Building Safety Board link on the California Department of General Services, Division of the State Architect (DSA) website. ***www.dsa.dgs.ca.gov/default.htm***

Protect and maintain significant stylistic features, such as the terra cotta wreaths and pilasters on the administration building and the jigsaw brackets on the front porch.

Treatment of Character-Defining Features

Policy: Preserve historic architectural features and details.

Historic features, including original materials, architectural details and window and door openings contribute to the character of a structure and are referred to as character-defining features. They should be preserved when feasible. Continued maintenance is the best preservation method.

2.1 Preserve and maintain significant stylistic and architectural features.

- Porches, turned columns, brackets, exposed rafter tails and jigsaw ornaments, if historic, are examples of architectural features that should not be removed or altered.
- The best preservation procedure is to maintain historic features from the outset so that intervention is not required. Employ preventive measures such as rust removal, caulking, limited paint removal and reapplication of paint. These should not harm the historic materials.
- Maintain character-defining features.
- Do not remove or alter architectural details that are in good condition or that can be repaired.

2.2 Avoid adding elements or details that were not part of the original building.

- For example, details such as decorative millwork or shingles should not be added to a building if they were not an original feature of that structure.

2.3 Protect architectural details from moisture accumulation that may cause damage.

- Regularly check details that have surfaces which can hold moisture for long periods of time.

Policy: Deteriorated architectural details should be repaired rather than replaced, whenever possible.

In some cases, original architectural details may be deteriorated. Horizontal surfaces, such as chimney caps and window sills, are likely to show the most deterioration because they are more exposed to weather. When deterioration occurs, repair the material and any other related problems. It is also important to recognize that all details weather over time and that a scarred finish does not represent an inferior material, but simply reflects the age of the building. Therefore, preserving original materials and features that show signs of wear is preferred to replacing them.

2.4 Repair only those features that are deteriorated.

- Patch, piece-in, splice, consolidate or otherwise upgrade existing materials, using recognized preservation methods.
- Isolated areas of damage may be stabilized or fixed using consolidants. Epoxies and resins may be considered for wood repair.
- Removing damaged features that can be repaired is not appropriate.
- Protect features that are adjacent to the area being worked on.

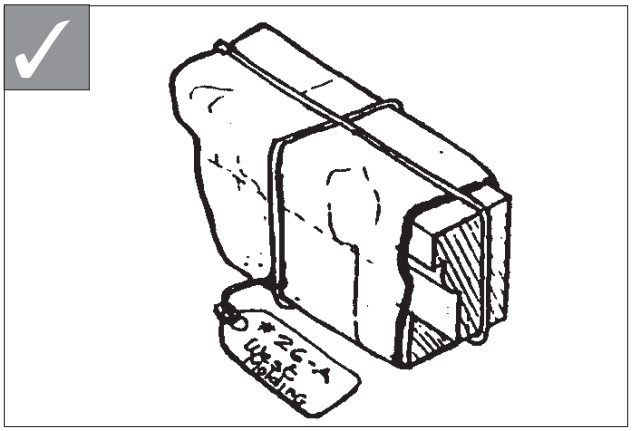
2.5 When disassembly of a historic element is necessary for its restoration, use methods that minimize damage to the original materials.

- When disassembly of a historic feature is required during restoration, document its location so it may be repositioned accurately. Always devise methods of replacing disassembled details in their original configuration.

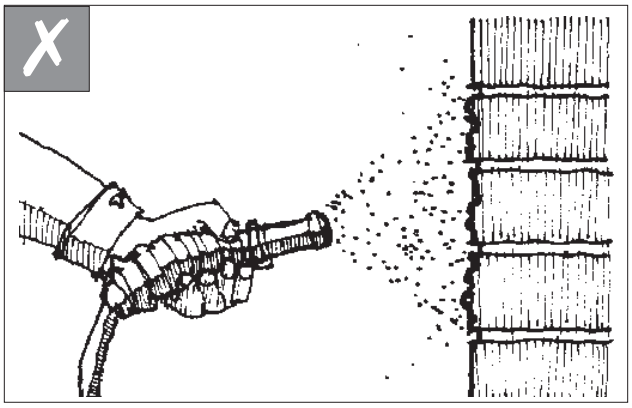
2.6 Use technical procedures for cleaning, refinishing and repairing architectural details that will maintain the original finish.

- When choosing preservation treatments, use the gentlest means possible that will achieve the desired results.
- Employ treatments such as rust removal, caulking, limited paint removal and reapplication of paint or stain.

Where an architectural feature, such as this porch support and rail, is damaged it should be repaired rather than replaced. Compare the top photo with the after condition above where the porch supports have been remounted to the steps and a fresh coat of paint has been applied.



When disassembly of a historic feature is required in a restoration procedure, document its location so that it may be repositioned accurately.



Use approved technical procedures for cleaning, refinishing and repairing historic materials. Harsh cleaning methods, such as sandblasting, can damage the historic materials and change their appearance.

Replace missing original details in kind.

Policy: Replace historic features in-kind when restoration is not an option.

While restoration of the original feature is the preferred alternative, in-kind replacement is also an option. In the event replacement is necessary, the new material should match that being replaced in design, color, texture and other visual qualities. Replacement should occur only if the existing historic material is beyond repair.

2.7 Replacement of missing or deteriorated architectural elements should be accurate.

- The design should be substantiated by physical or pictorial evidence to avoid creating a misrepresentation of the building's history.
- Use the same kind of material as the original when feasible. However, a substitute material may be acceptable if the size, shape, texture and finish conveys the visual appearance of the original.

2.8 When reconstruction of an element is impossible, develop a new design that is a simplified interpretation of it.

- This is appropriate when inadequate information exists to allow for an accurate reconstruction.
- The new element should be similar to comparable features in general size, shape, texture, material and finish.

Original Materials

Policy: Preserve primary historic building materials whenever feasible.

In Hercules, wood lap siding and shingles were the predominant materials seen on residential buildings. Brick was used on civic and industrial buildings. Historic building materials and craftsmanship add textural qualities, as well as visual continuity and character to the streetscape, and should be preserved.

2.9 Retain and preserve original wall and siding materials.

- Avoid removing materials that are in good condition or that can be repaired in place. Avoid replacing a major portion of an exterior wall that could be repaired. Reconstruction may result in a building that has lost its integrity.
- In many cases, original building materials may not be damaged beyond repair and do not require replacement. Cleaning, repainting or restaining, ensuring proper drainage and keeping the material clean may be all that is necessary.
- All wood surfaces should be painted or stained.

2.10 Do not cover or obscure original facade materials.

- If original materials are presently covered, consider exposing them once more.
- Covering of original facades not only conceals interesting details, but also interrupts the visual continuity along the street.
- Synthetic material that cover original materials are inappropriate.

2.11 Preserve masonry features that define the overall historic character of the building.

- Examples are walls, porch piers and foundations.
- Brick or stone which was not painted historically should not be painted.

2.12 Preserve the original mortar joint and masonry unit size, the tooling and bonding patterns, coatings and color, when feasible.

- Original mortar, in good condition, should be preserved in place.

Retain and preserve original wall and siding materials.

Commence with building cleaning after any repointing has completely cured.

Prior to painting, remove damaged or deteriorated paint only to the next intact layer, using the gentlest method possible.

Protect wood siding and other wood surfaces with a painted finish.

Repair only those features that are deteriorated.

2.13 Repoint only those mortar joints where there is evidence of moisture problems or when sufficient mortar is missing.

- Duplicate the old mortar in strength, composition, color, texture and joint width and profile.

2.14 Maintain protective coatings to retard drying and ultraviolet damage.

- If the building was painted historically, it should remain painted, including all trim. If the building was stained historically, it should remain stained.

2.15 Plan repainting carefully.

- Good surface preparation is key.
- The complete removal of old paint, by the gentlest means possible, should be undertaken only if necessary to the success of the repainting.
- Prepare a good substrate (primer) and use compatible paints or stains. Some latex paints will not bond well to earlier oil-based paints without a primer coat.

Policy: Original materials that have deteriorated over time should be repaired rather than replaced, whenever possible.

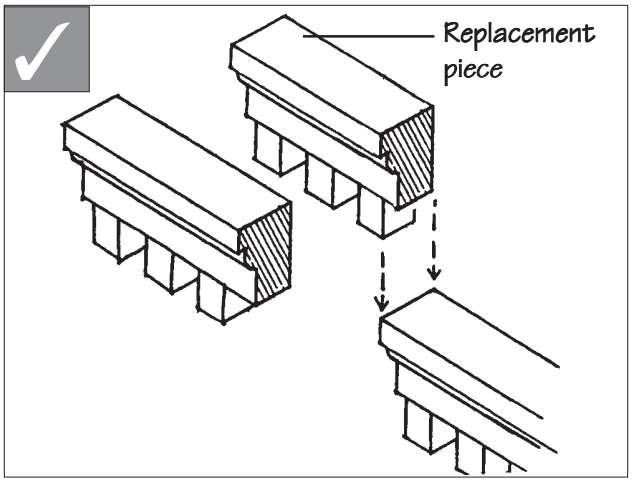
2.16 Repair deteriorated, primary building materials by patching, piecing-in, consolidating or otherwise reinforcing them.

- Avoid the removal of damaged materials that can be repaired.
- Use the gentlest means possible to clean a structure. Perform a test patch to determine that the cleaning method will cause no damage to the material's surface. Many procedures can actually result in accelerated deterioration or damage materials beyond repair.
- Use technical procedures for removal of hazardous materials that preserve, clean, refinish or repair historic materials and finishes.

Policy: Replace original building materials in-kind when repair is not an option.

2.17 When replacement of facade material is needed, use materials similar to those employed historically.

- Match the original in composition, scale and finish when replacing exterior siding material. If the original material is wood clapboard, for example, then the replacement material should be wood as well. It should match the original in size, the amount of exposed lap and surface finish.
- Do not use synthetic materials, such as aluminum or vinyl siding or panelized brick, as replacements for primary building materials.
- If substitute materials must be used, they should match the original in appearance as closely as is possible.



Where replacement is required, remove only those portions that are deteriorated beyond repair.

Repair wood features by patching or piecing-in new wood elements that match the original.

Porches

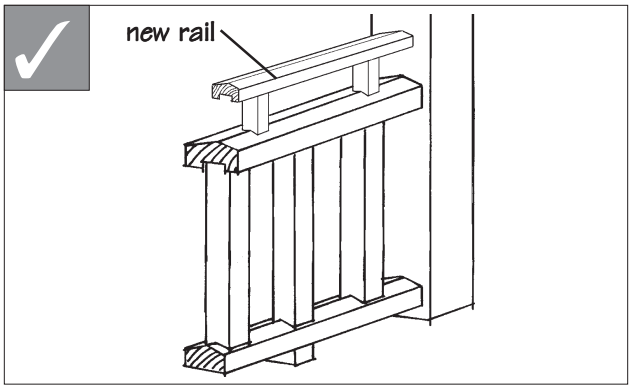
Policy: Preserve a porch in its original condition and form.

A porch is one of the most important character-defining elements of a facade. Porches help to provide visual interest to a building, and can influence its perceived scale, protect entrances and pedestrians from rain and provide shade in summer.

2.18 Maintain an original porch, when feasible.

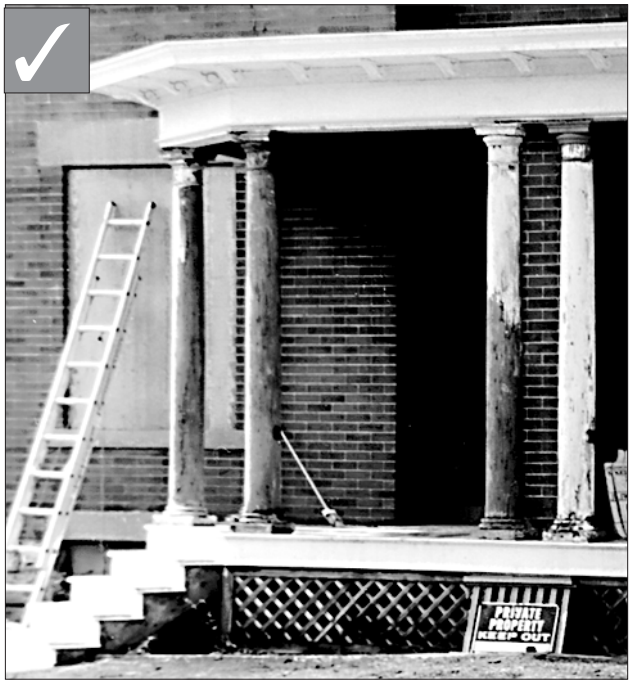
- Maintain the existing location, shape, details and posts of the porch.
- Missing or deteriorated decorative elements should be replaced to match existing elements; e.g., match the original proportions and spacing of balusters when replacing missing ones.
- Avoid using a porch support that would be substantially smaller than other supports on the porch or than that seen historically.
- Do not remove an original porch from a building.

Preserve a porch in its original condition and form.



Consider providing a smaller railing above the historic railing to achieve a greater overall railing height.

Repair those elements of a porch that are deteriorated.



Repairing rather than replacing porch elements always is the preferred approach.

2.19 Enclosing a porch with opaque materials that destroy the openness and transparency of the porch is inappropriate.

- Where a porch must be enclosed, use transparent materials (such as glass) and place them behind the balusters and balustrade to preserve the visual character of the porch.

2.20 Where building codes stipulate that new porch railings lower than 36 inches in height be augmented or corrected to raise their effective height to 36 inches, consider the following:

- Provide a smaller railing above the historic railing to achieve a greater overall railing height.

Policy: Repair a deteriorated porch instead of removing or replacing it.

The preferred treatment for an altered porch is to repair it, rather than replace it altogether. This approach is preferred because the original materials contribute to its historic character. Even when replaced with an exact duplicate, a portion of the historic building fabric is lost; therefore, such treatment should be avoided when feasible.

2.21 Repair those elements of a porch that are deteriorated.

- Removing damaged materials that can be repaired is not appropriate.

2.22 Consider restoring an altered porch back to its original design and configuration.

- If the historic design of the porch is unknown, then base the design of the restoration on other traditional porches on buildings of a similar architectural style.
- If the original porch steps have been replaced with concrete, consider restoring them to their original, wood condition. If termite control is of concern, then consider only making the bottom step concrete and not the entire stair assembly.

Policy: Replace a missing porch with one that appears similar to that seen historically.

While replacing an entire porch is discouraged, it may be necessary in some cases. When a porch is to be replaced, the first step is to research the history of the house to determine the appearance and materials of the original porch. The most important aspects of a replacement design are its location, scale and materials. Unless reconstructing a porch from historical documentation, it is not necessary to replicate the details of the original porch or a porch design copied from a similar style house. However, it is important that new details be compatible with the design of the porch and the style of the house.

2.23 When porch replacement is necessary, it should be similar in character, design, scale and materials to those seen traditionally.

- The size of a porch should relate to the overall scale of the primary structure to which it is attached.
- Base the design of a replacement porch on historical documentation if available.
- Where no evidence of the historic porch exists, a new porch may be considered that is similar in character to those found on comparable buildings.

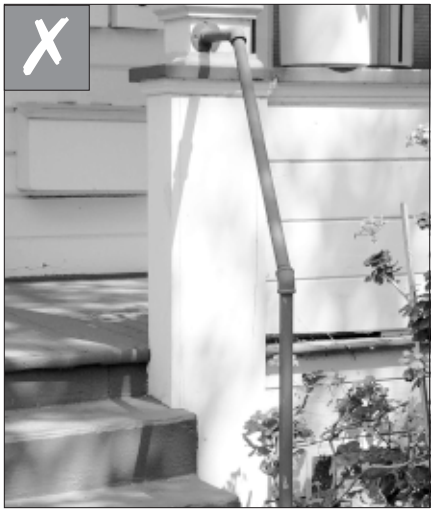
2.24 Porch supports should be of a substantial enough size that the porch does not appear to float above the entry.

- Wood columns are best for most structures in Hercules.
- Brick or stone may be appropriate for some architectural styles.

2.25 A porch should use similar materials to that seen historically.

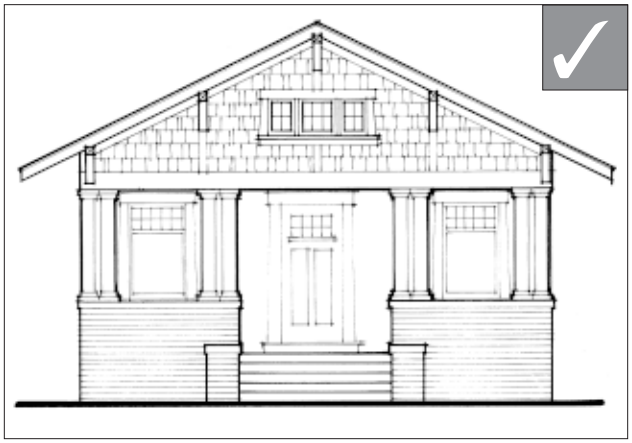
- Use materials similar to those seen historically. Wood decking, steps, balustrades and porch supports (sometimes with brick piers) were most common.
- While matching original materials is preferred, when detailed correctly and painted appropriately, fiberglass columns may be considered.
- Do not replace a wood porch decking and steps with concrete.

Preserve an original porch. Avoid using a porch support that would be substantially smaller than other supports on the porch or than seen historically.

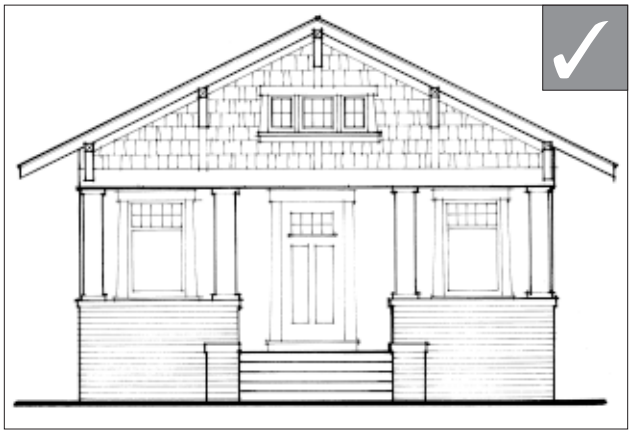


While a simple design solution, the use of metal pipes as replacement porch rails is inappropriate.

Existing Condition: *Craftsman style house with an enclosed porch.*



Preferred Approach, when historical documentation is available: *Craftsman style house with a replacement porch designed similar to that seen historically.*



Acceptable Approach, when historical documentation is not available: *Craftsman style house with a simplified interpretation of a traditional porch design.*

Existing Condition: *Neoclassical style house with an altered porch.*

Preferred Approach, when historical documentation is available: *Neoclassical style house with a replacement porch designed similar to that seen historically.*

Acceptable Approach, when historical documentation is not available: *Neoclassical style house with a simplified interpretation of a traditional porch design.*

Windows and Doors

Policy: Preserve the size and shape of historically significant windows and doors.

Windows and doors are some of the most important character-defining features of a structure. They give scale to buildings and provide visual interest to the composition of individual facades. These features are inset into relatively deep openings in a building wall or they have surrounding casings and sash components that have substantial dimensions. They also cast shadows that contribute to the character of the building.

The most significant historic windows and doors are those on the front of the building and those on the side walls that are in close proximity to the street where they are highly visible.

2.26 Preserve the functional and decorative features of historically significant windows and doors.

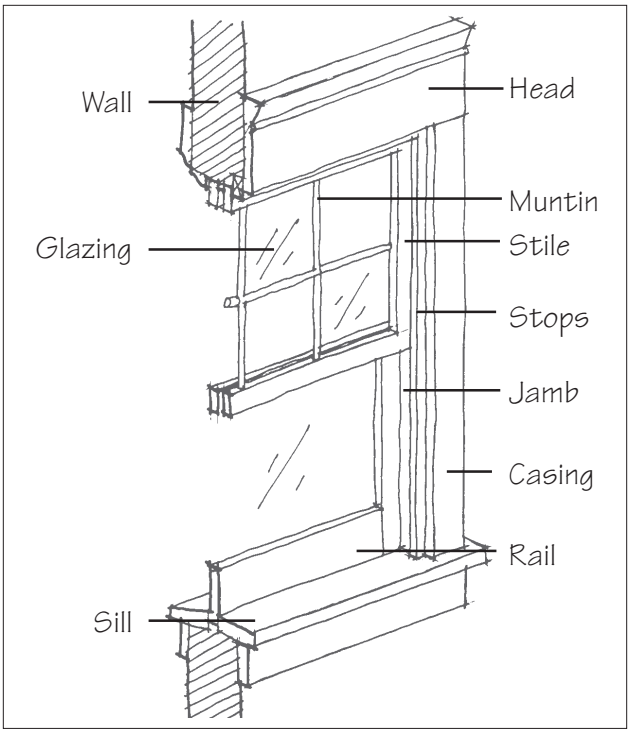
- Repair frames and sashes by patching, splicing or reinforcing.
- Use original windows, doors and their hardware when they can be repaired and reused in place.

2.27 Maintain historically significant window and door proportions.

- Altering the original size and shape is inappropriate.
- Do not close down an original opening to accommodate a smaller window.
- Restoring original openings which have been altered over time is encouraged.

2.28 Maintain the historic window arrangement on the building front.

- Large surfaces of glass are inappropriate on historic structures.



Typical double-hung window components.

In this image the highlighted area would be the location of where the most significant doors and windows are located.

Consider the repair of deteriorated windows instead of their wholesale replacement

New windows and doors should be finished with trim elements similar to those used traditionally.

Policy: Repair a deteriorated window or door instead of replacing it or enclosing the opening altogether.

The replacement of historic windows or doors represents the loss of character-defining historic features, and as such should not be undertaken. First, consider the repair of deteriorated windows or doors instead of their wholesale replacement.

2.29 Repair wooden window and door components by patching, piecing-in, consolidating or otherwise reinforcing the wood.

- Remove built-up paint on both the interior and exterior surfaces.
- Disassemble sash components and repair or stabilize the wood.
- Re-glazing, or replacement of the putty that holds in glass lights, may also be necessary.
- Repair and refinish the frame as needed.
- Replace broken sash cords with new cords or chains.
- Install new weather-stripping.
- Repaint the wooden members of the repaired and reassembled window or door.
- Avoid the removal of damaged wood that can be repaired.

2.30 Do not add new window or door openings on character-defining facades.

- This is especially important on primary facades.
- Greater flexibility in installing new windows or doors may be considered on side and rear elevations.

2.31 If security is a concern, consider using wire glass, tempered glass or light metal security bars.

- These should be installed on the interior of the window or door whenever feasible.
- The use of steel bars is inappropriate.

Policy: A new door or window located on the building front shall be in character with the historic style.

While replacing an entire window or door assembly is discouraged, it may be necessary in some cases. It is important that new details match the replacement as closely as possible.

2.32 When window or door replacement is necessary, match the replacement to the original design as closely as possible.

- If the original window is double-hung, then the replacement should also be double-hung. Match the replacement also in the number, dimension and position of glass panes.
- Windows and doors that do not reflect the character of the building are inappropriate.
- While raw, unpainted metal or plastic windows are inappropriate, a substitute material may be considered if it will match those of the original in dimension, profile and finish.
- Preserve the original casing, when feasible.
- Also consider using a salvaged historic door as a replacement.

2.33 A new opening should be similar in location, size and type to those seen traditionally.

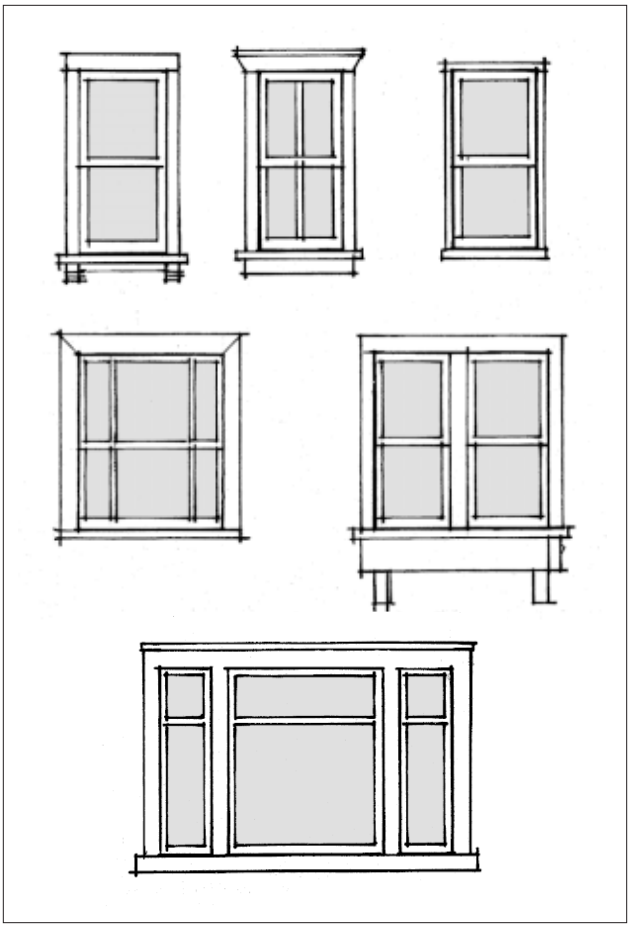
- Windows should be simple in shape, arrangement and detail. Unusually shaped windows, such as triangles and trapezoids are inappropriate.

2.34 New windows and doors should be finished with trim elements similar to those used traditionally.

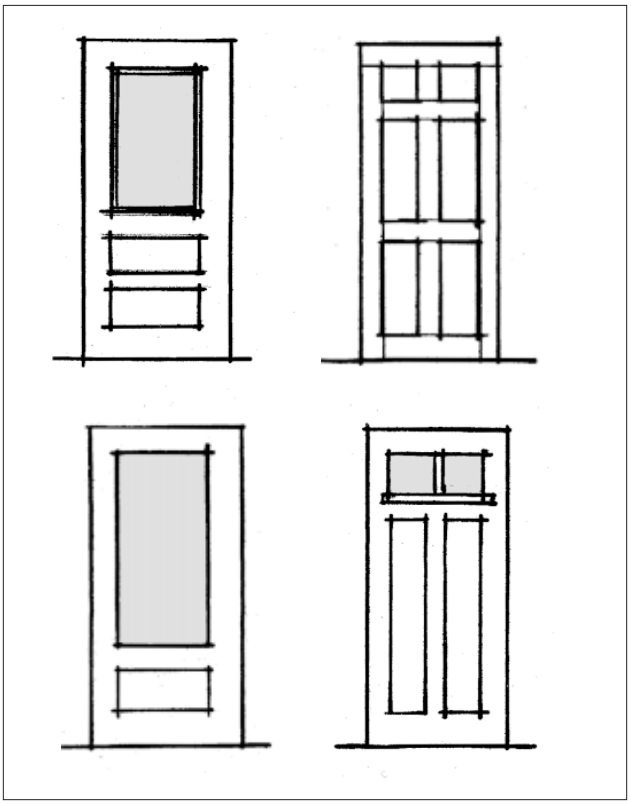
- This trim should have a dimension similar to that used historically.
- These guidelines also apply to screen doors.

2.35 On a new or replacement window, fake wooden muntins may be considered, if they create the same effect as true divided lights.

- Often, this means that muntins will need to be used on both the inside and outside of the window.



Typical window types on historic buildings in Hercules.



Typical primary door types seen on historic structures.

The character of the roof is a major feature for most historic houses. When repeated along the street, the repetition of similar roof forms contributes to a sense of visual continuity for the neighborhood, as shown in this early photo of a row of the four-square houses in Hercules.

Roofs

Policy: Preserve the historically significant form and scale of a roof.

Although the function of a roof is to protect a building from the elements, it also contributes to the overall character of the building. The character of the roof is a major feature for most historic houses. When repeated along the street, the repetition of similar roof forms contributes to a sense of visual continuity for the neighborhood. In each case, the roof pitch, its materials, size and orientation are all distinct features that contribute to the character of a roof. Gabled and hip forms occur most frequently, although shed roofs appear on some building types.

The most historically significant roof is that of the primary building and the front porch.

2.36 Preserve the historically significant roof form.

- Most residential roof forms are pitched gable and hip roofs.
- Avoid altering the angle of a historically significant roof. Instead, maintain the perceived line and orientation of the roof as seen from the street.
- Retain and repair roof detailing.
- Often repairing a basically sound roof can be much less expensive than a complete replacement. If a new roof is necessary, try to match the color, material and pattern of the old as closely as possible.

2.37 Regular maintenance and cleaning is the best way to keep a roof in good shape.

- Look for breaks, or holes in the roof surface, and check the flashing for open seams.
- Watch for vegetation, such as moss and grass, which indicates accumulated dirt and retained moisture. This can lead to a damaged roof.

2.38 Preserve the original eave depth.

- The shadows created by traditional overhangs contribute to one's perception of the building's historic scale.
- Cutting back roof rafters and soffits or in other ways altering the traditional roof overhang is inappropriate.
- Boxing in exposed roof rafters is inappropriate.

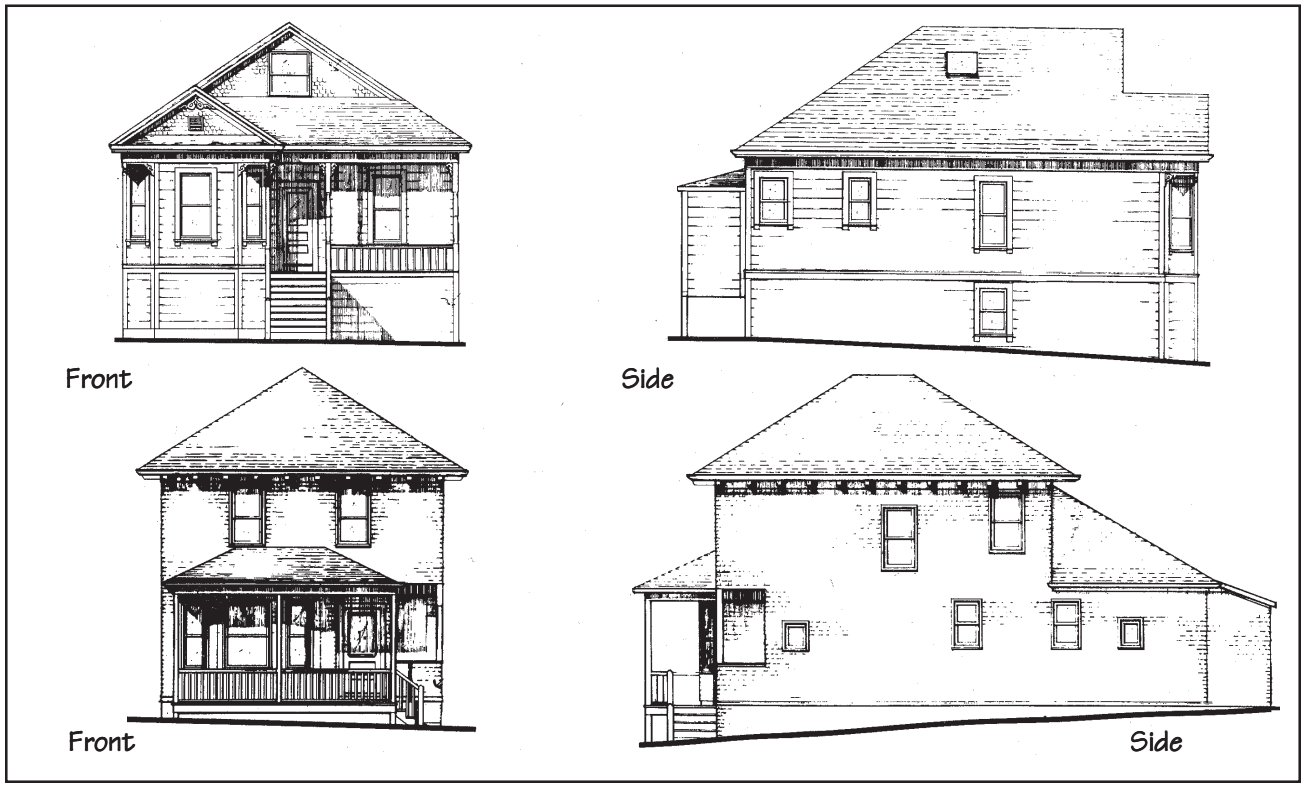
2.39 Minimize the visual impacts of skylights and other rooftop devices as seen from the street.

- The addition of features such as skylights should not be installed in a manner such that they will interrupt the plane of the historic roof. They should be lower than the ridgeline.
- Flat skylights that are flush with the roof plane may be considered on the rear and sides of the roof. Locating a skylight on a front roof plane should be avoided.
- Bubbled or domed skylights are inappropriate.
- Reconstruction of an original chimney may be considered.

Hip roofs are the primary roof form found in the historic residential neighborhood.

Policy: Use roof materials in a manner similar to that seen historically.

A variety of roof materials exist. Today, the use of composition shingles dominates. Roof materials are major elements in the street scene and contribute to the character of individual building styles. However, they are the most susceptible to deterioration, and their replacement may become necessary in time.



Preserve the historically significant form and scale of the roof.

An unusual step was taken in Hercules where several historic homes were moved from their original site in order to save them from demolition.

2.40 Preserve original roof materials.

- Avoid removing roof material that is in good condition. Replace it with similar material only when necessary.

2.41 Replacement roof materials for a historic house should convey a scale and texture similar to those used traditionally.

- A roof replacement material should be in keeping with the original architectural style of the structure.
- New roof materials should match the original in scale, color and texture as closely as possible. Keep in mind that the materials used historically may not be available or may not be allowed under local building code.

Building Relocation

Policy: Buildings should no longer be relocated in Hercules.

A part of a historic building's integrity is derived from its placement on its site, and therefore its original position is important. Generally, moving a structure from where it has historically been located will compromise its integrity. However, there may be cases when relocation will not substantially affect the integrity of a property and its rehabilitation can be assured.

This is the case for many of the historic residential buildings in Hercules today. These structures were moved to infill an existing neighborhood that retained a higher percentage of historic fabric. Together they represent the village plant neighborhood that existed historically. These buildings should not be moved from their current location.

Seismic Retrofitting

Policy: When retrofitting a historic building to improve its ability to withstand seismic events, any negative impacts upon historic features and building materials should be minimized.

Many historic buildings were built during times when there was less knowledge of seismic design and building codes were less restrictive. This makes them vulnerable to destruction in earthquakes. However, today there are methods of reducing the risk of earthquake damage. If carefully planned and executed, these retrofitting techniques can upgrade the safety of a building, while at the same time being sensitive to the historic fabric. By upgrading such features as foundations, floors, ceilings, walls, columns and roofs, property owners can improve the resiliency of their historic houses. This will ensure increased personal safety and protection of their investments.

The first step in retrofitting a historic structure is to investigate the building and identify its weak points and features that can be strengthened and reinforced.

2.42 Execute seismic retrofitting of a historic building so that it has the least impact on the structure's character.

- Building materials used in seismic retrofitting should be located on the interior and/or blended with other existing architectural features.
- Preserving an ornamental detail by bracing it is preferred over removing it. Brace a masonry chimney when feasible, for example.
- See also: "Controlling Disaster: Earthquake-Hazard Reduction for Historic Buildings." Information Series, National Trust for Historic Preservation, 1785 Massachusetts Avenue, N.W., Washington D.C. 20036. 1992.
- See also: "Strengthening Wood Frame Houses for Earthquake Safety." Bay Area Regional Earthquake Preparedness Project.
- The California State Historic Building Code also provides some flexibility for the seismic retrofitting of a historic structure. Consult with the Hercules building department to find out more.

Horizontal forces of earthquakes can cause damage to a historic structure.

Adaptive Use

Respect the historic character of a building when adapting it to a commercial use.

Converting a building to a new use that is different from that which its design reflects is considered to be "adaptive use." For example, converting a residential building to an office is adaptive use. A good adaptive use project retains the historic character of the building while accommodating its new function.

2.43 Seek uses that are compatible with the historic character of the building.

- Building uses that are closely related to the original use are preferred. An example would be the conversion of a residential-type building to an office. This can be accomplished without radical alterations to either the interior or exterior of the structure.
- Avoid altering porches and original windows and doors.

2.44 Minimize the visual impact of parking areas.

- A parking area should be located to the rear of a site.
- Do not use a front yard for parking. Instead, use a long driveway, or alley access, that leads to parking located behind a building.
- Consider using ribbon paving to minimize the amount of hard surface paving.

CHAPTER

3

ADDITIONS

Many of the remaining historic buildings in Hercules have experienced additions, particularly during the neighborhood infill project of the 1990's. This allowed an expansion of the existing building footprint to accommodate more living space. In most cases these additions were placed to the rear of the building. This tradition of adding on to buildings may continue in limited circumstances. It is important, however, that any new additions be designed in a manner that respects the character of the original structure and its context. Note that these guidelines apply to all historic buildings in Hercules, except where special conditions are noted.

Basic Principles for an Addition

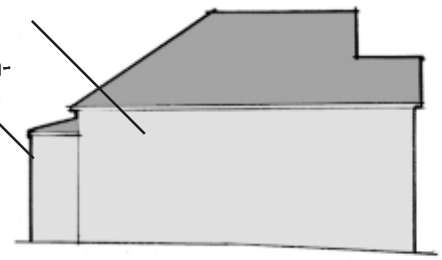
The overall design of an addition should be in keeping with the design of the primary structure. Keeping the size of the addition small, in relation to the main structure, will help minimize its visual impacts and is a key principle to be followed.

It is also important that an addition not obscure any significant features of a historic building. Therefore additions may only occur at the rear of the existing structure. It also should not negatively affect site drainage onto adjacent properties, and a sense of open space should be maintained as well.

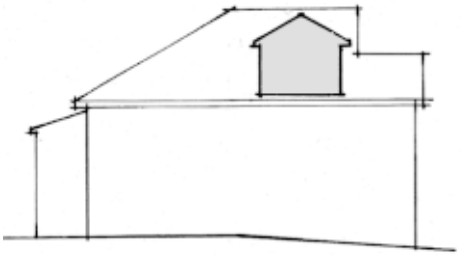
Preservation of Significant Additions

Policy: Preserve additions that may have developed significance in their own right.

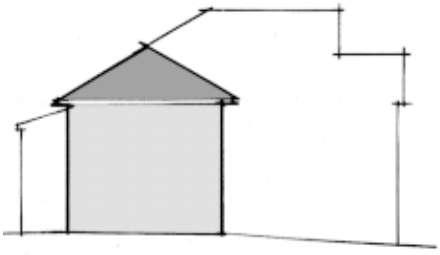
Some early changes to a building may be evidence of the history of the structure, its inhabitants and its neighborhood and therefore may have historic significance.



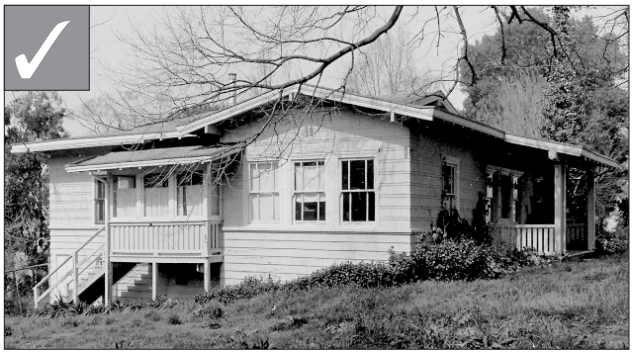
Existing Side Elevation



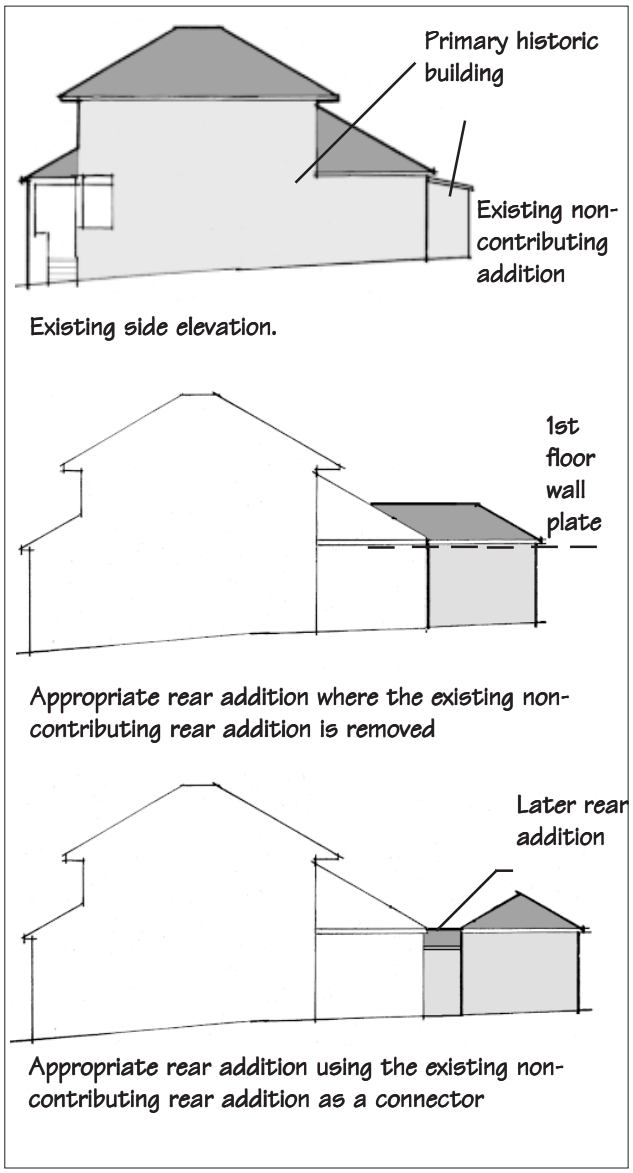
Inappropriate dormer addition to the primary historic building form



Inappropriate side addition to the primary historic building form



This side porch may have been a later addition that has now achieved historic significance.



These side elevations of a four-square building type show appropriate additions. They also show how an addition should relate to the historic house in mass, scale and form.

3.1 Preserve an older addition that has achieved historic significance in its own right.

- For example, a porch or a kitchen wing may have been added to the original building early in its history. Such an addition is usually similar in character to the original building in terms of materials, finishes and design.

3.2 A more recent addition to the primary building form that is not historically significant may be removed or altered.

- For example, a small rear porch that may have been added to the original structure during a later rehabilitation of the building may be expanded or removed to accommodate a new addition.

Design of New Additions

Policy: Design a new addition to be compatible with the primary building form.

Any additions to a historic building must be planned with care to minimize the effects on the primary building form, the sense of open space on the lot and the character of the neighborhood.

Also when planning an addition, consider the effect it will have on the building itself. When creating an addition, the new work should be recognized as a product of its own time. A design for a new addition that would create an appearance inconsistent with the historic character of the building is discouraged.

Note: The Hercules Village Historic District that is discussed below is defined as that area in Hercules where twenty historic homes form a residential neighborhood. Guideline 3.3 defines particular design constraints that apply only to this area.

Because the cumulative effect of additions and accessory buildings in the Hercules Village Historic District is a major concern, these guidelines define limits for the total floor area that may be constructed on an individual parcel in this neighborhood. In order to calculate the permitted floor area, some terms require definition:

Primary building form – This is the major mass of the original historic structure, which generally appears as a simple rectangular shape in plan view. In some cases, however, the primary building form is composed of two elements, which combined constitute the mass of the historic structure. This primary building form is distinguished from some smaller rear additions that were constructed when the houses were rehabilitated as a part of the historic district development project.

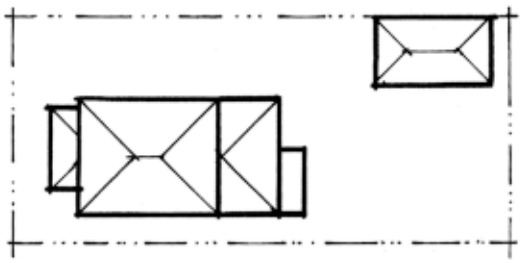
Floor area calculation – For purposes of determining the size that may be permitted, the floor area of all new additions and accessory buildings shall be combined and shall not exceed a total of 150 square feet beyond the base line floor area. To aid in determining the base line floor area, documents from development approvals in 1981 and building plans dated 1983 from the Hercules Village Historic District rehabilitation project shall be used. This shall include any roofed structure, including occupied enclosed space, porches, gazebos, and storage sheds.

3.3 An addition to a historic building in the Hercules Village Historic District is limited to the following design constraints:

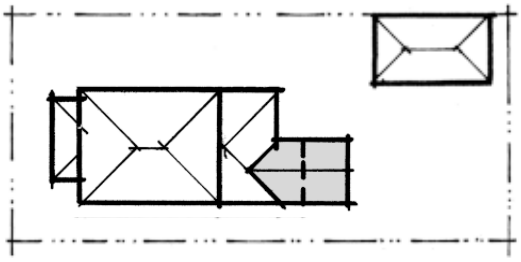
- Only one hundred fifty square feet of additional building footprint may be added to the base line floor area defined above. Of this one hundred fifty square feet, twenty square feet may be allocated to the addition of an outbuilding that may be freestanding or attached to the garage (see also Guideline 3.10 and 3.11), in this case leaving one hundred thirty square feet to an addition.
- The building height of any addition is limited to one-story.
- The wall plate of the new addition should not exceed the wall plate of the first floor of the primary historic building. The wall plate of a freestanding outbuilding may not exceed 8'-0".
- An addition shall extend to the rear of the primary building only and may not extend beyond either side wall of the primary building.
- An addition may not negatively affect drainage on adjacent properties.
- An addition may not connect to the garage.

3.4 An addition should be compatible in scale with the primary building.

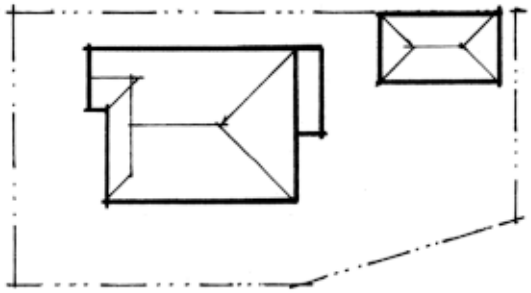
- An addition should be simple in design to prevent it from competing with the primary facade. It should relate to the historic house in mass, scale and form.



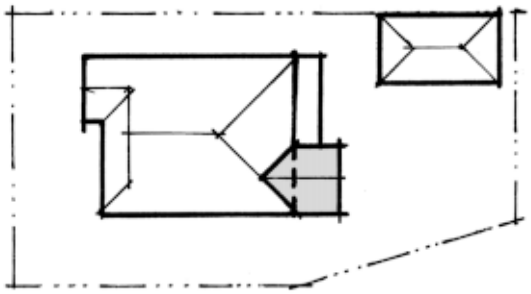
Type 1 site plan showing the original building footprint



Type 1 site plan showing an appropriate addition (gray fill area) to the original building footprint

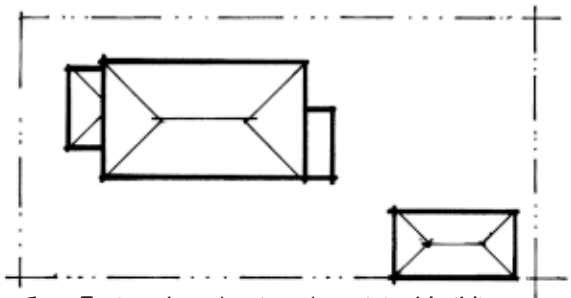


Type 2 site plan showing the original building footprint

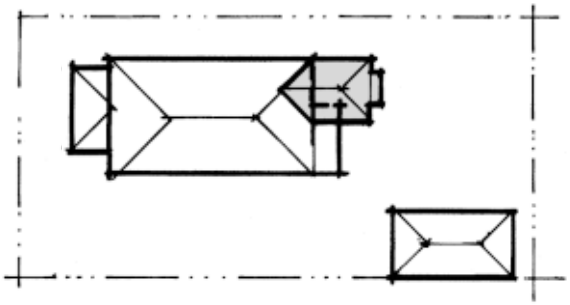


Type 2 site plan showing an appropriate addition (gray fill area) to the original building footprint

These sketches show appropriate building additions on several building sites found within the Hercules Village Historic District.



Type 3 site plan showing the original building footprint



Type 3 site plan showing an appropriate addition (gray fill area) to the original building footprint

- All additions should be designed to remain subordinate to the main structure.

3.5 Place an addition at the rear of a building to minimize the visual impacts.

- This will allow the original proportions and character to remain prominent.
- Locating an addition at the front of a structure is inappropriate.
- An addition to the rear of a structure must also conform to other City setback requirements (see City Code).
- A side addition to a historic building in the Hercules Village Historic District is inappropriate. A side addition to other, individually designated historic buildings in Hercules may be considered on a case-by-case basis.
- The addition of a second story balcony in the Hercules Village Historic District is inappropriate.

3.6 An addition should be compatible in character with the primary building.

- For example, an addition that is more ornate than the original building would be out of character.
- An addition that seeks to imply an earlier period than that of the primary building also is inappropriate because it would confuse the history of the building.
- An addition should be made distinguishable from the historic building, even in subtle ways, such that the character of the original can be interpreted. A change in setbacks of the addition from the historic building, or applying a new trim board at the connection point can help define the addition.
- Dormers are inappropriate.

3.7 Use building materials that are compatible with those of the primary structure.

- Wood lap and shingle siding are compatible building materials for use on residential additions and outbuildings.
- Masonry is a compatible building material for use on any of the remaining historic masonry buildings.

3.8 Use windows that are similar in character to those of the primary building.

- If the original windows were a wood, double-hung style, for example, then new windows that appear similar to them would be preferred.

3.9 The roof form of a new addition should be in character with and subordinate to that of the primary building.

- A basic rectangular building form is preferred.
- It is important to repeat the roof lines and slopes found on the primary structure. Typically, gable, hip and shed roofs are appropriate for residential-type building additions.
- A flat roof addition may be appropriate on the one remaining masonry commercial building in Hercules.

3.10 Roof-top additions are inappropriate.

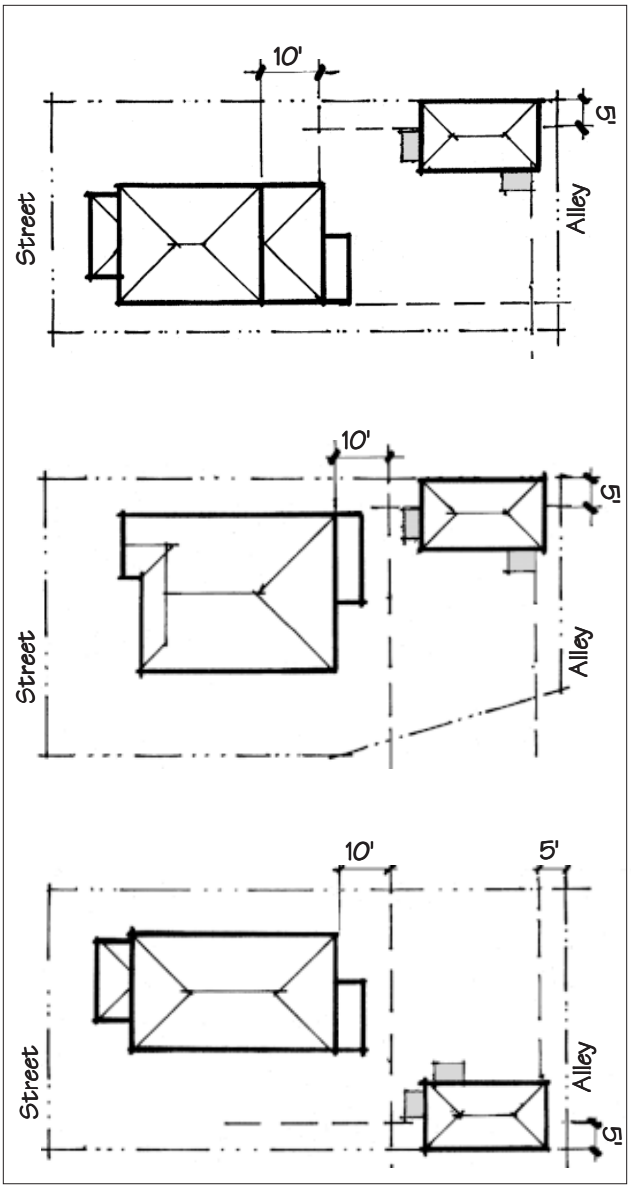
- Alterations to the primary roof form are inappropriate. The exception would be when a rear addition would extend off the primary roof form. This may only occur on one story buildings.

Policy: Existing garages should remain in their current configuration on the lot and subordinate to the primary building on the lot.

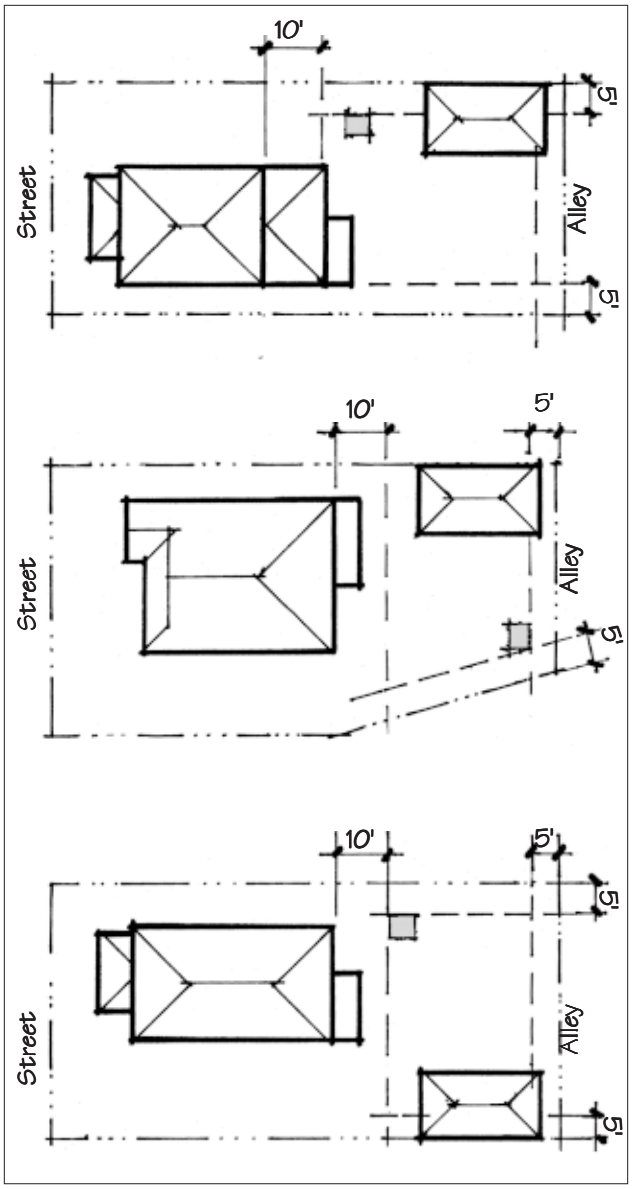
Traditionally garages were located at the rear of the lot, this configuration was reestablished when the Hercules Village Historic District was formalized. Due to the limited lot size and building volume on these lots, these buildings may undergo only minor alterations.

3.11 Minor alterations to garages may be considered

- A small one-story addition to an existing garage may be considered.
- The total floor area of all additions to these buildings may not exceed twenty square feet. This square footage will be subtracted from the one hundred square feet noted in guideline 3.3 that is allowed to each individual lot in the Hercules Village Historic District.
- These additions can only extend from the side or gable end of the building.
- See also guidelines 3.4 - 3.11.



The sketches show the rear and side yard setbacks. They also show two appropriate addition locations (gray filled box) for accessory buildings on several building types found within the Hercules Village Historic District.. Only one addition is allowed per accessory building.



The sketches show the rear and side yard setbacks. They also show two appropriate locations (gray filled box) for outbuildings on several building types found within the Hercules Village Historic District. Only one outbuilding is allowed per lot.

Policy: New outbuildings may be appropriate in some locations.

Traditionally outbuildings were located at the rear of the lot. Due to the limited size of the existing garage, storage for outdoor implements is desired, therefore an outbuilding may be added to the site. Although the design constraints noted in guideline 3.3 will apply.

3.12 The addition of an outbuilding to a site may be considered.

- Only one free-standing outbuilding may be considered on an individual lot. The total floor area may not exceed twenty square feet. This square footage will be subtracted from the one hundred square feet noted in guideline 3.3 that is allowed to each individual lot in the Hercules Village Historic District.
- Outbuildings must be set back from the rear of the primary building face a minimum of ten feet. They must be set back from the side and rear yard a minimum of five feet.
- See also guidelines 3.4 - 3.11.

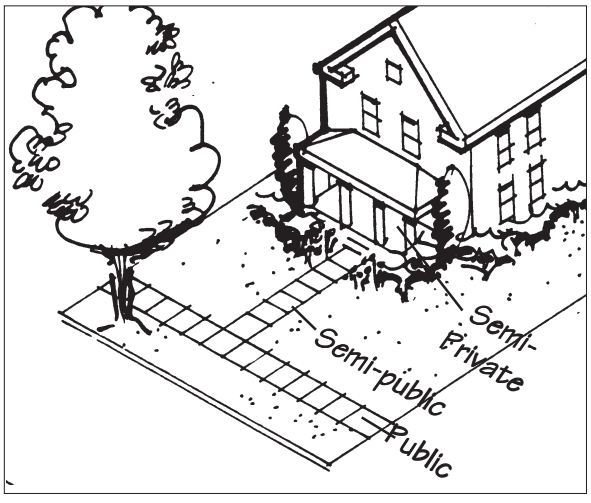
CHAPTER

4

GENERAL DESIGN GUIDELINES

This chapter addresses sitework and landscaping as stipulated in "Chapter 20: H Historic Overlay District 1983" of the *City of Hercules Development Code*. This chapter presents the design guidelines for a variety of categories that may apply to a range of projects. They are relevant to the historic neighborhood as well as other individually designated historic structures in the city.

Maintain the sidewalks. If replacement becomes necessary, match a new sidewalk with that of the existing.



Historic residential properties have an established progression of public-to-private spaces.

Sidewalks and Walkways

Sidewalks and walkways should be compatible with the surrounding area.

Sidewalks are significant elements. The alignment of original sidewalks with the street and the overall neighborhood layout is of importance.

4.1 When new sidewalks are to be installed, they should be compatible with others on the block.

- In residential areas, a sidewalk should be attached to the curb.
- A new sidewalk should align with those that already exist along a block.
- Scoring lines or "brushing" patterns should be consistent with those in the existing sidewalk.

4.2 Maintain the established progression of public-to-private spaces.

- The typical neighborhood tradition of walkways from the sidewalk to the house should be maintained.
- This includes a sequence of experiences, beginning with the "public" sidewalk, proceeding along a "semi-public" walkway to a "semi-private" porch or entry feature and ending in the "private" spaces beyond.

This early image of a cluster of residential buildings shows the progression of public to private spaces. Note attached and detached sidewalks in this image, as well as a tendency for open yards. These buildings have been relocated to the historic neighborhood district.

Many of these historic buildings were relocated to this historic neighborhood district. Today many of these properties are enclosed with picket fences, as many traditional neighborhoods were.

A picket fence along the front property line is shown in the foreground and a wire fence, set back significantly from the front property line, is shown in the background. This combination of fencing materials and location is appropriate.

Fences

A fence should be in character with those used today and relate to the principal structure on a lot.

Fences should be relatively low in height and have a "transparent" character, allowing views into yards and providing interest to pedestrians.

4.3 Where a new fence is needed, it should be similar in character with those seen today in the neighborhood.

- A fence that defines a front yard or a side yard on a corner lot is usually low to the ground and "transparent" in nature.
- New fences in the Hercules Village Historic District should be located and designed so that they are similar to the picket fences in the front yard and post and wire fences in the backyard that are visible today.
- Solid walls or walls with decorative metal panels are not appropriate.

4.4 A combination of fencing and screening vegetation may be appropriate.

- Chain link, concrete block, un-faced concrete, plastic, fiberglass, rebar, iron, plywood and mesh "construction" fences are inappropriate.
- Cast metal ornamentation and carriage lamps are inappropriate.
- A wood fence should be painted.

4.5 A side yard fence should be set back from the primary facade of a house.

- A side yard fence should be set back enough to provide the historic sense of open space between homes.
- A side yard fence may be taller than their front yard counterparts, but the taller portion should be located behind the front plane of the house.
- Consider staggering the fence boards on either side of the fence rail, or using lattice on the upper portions of the fence, to give a semi-transparent quality to the fence.

Landscaping

Plant materials should be used to create continuity among properties.

Hercules has a rich array of landscape materials. Trees and flowering plants help provide interest to pedestrians, as well as shaded protection from the sun, as they walk along the street.

4.6 Maintain the landscape and streetscape features.

- Existing landscape and streetscape features, such as fences, sidewalks, trees, and street lights should be protected during construction projects.

4.7 In new landscape designs, use materials that are compatible with the historic property and neighborhood.

- Hard surface paving for patios, terraces or drives in front yards is inappropriate.
- The tradition of landscaping located along structural elements (such as foundations, walkways and fences or walls) should be continued.

A side yard fence may deviate from the traditional picket fence, although chain link, concrete block, un-faced concrete, plastic, fiberglass, rebar, iron, plywood and mesh "construction" fences are inappropriate. The post and wire fence shown here can be enhanced with landscaping, such as vines, in order to create a sense of privacy.

Preserve the landscape and streetscape features.

New exterior lights should be simple in character and low in intensity. This street light is a newer addition to the historic residential neighborhood. Additional street lights in this area would be inappropriate because they would overwhelm the current existing lighting effect.

Prevent glare onto adjacent properties by using shielded and focused light sources that direct light onto the ground.

Lighting

Exterior lighting should be a subordinate element on a site.

Traditionally, lighting within a site was minimal. An occasional garden light was seen, but porch lights were usually the only exterior illumination. Most used incandescent lamps. These were relatively low in intensity and were shielded with simple shade devices.

4.8 Original lighting fixtures should be preserved, when feasible.

- Light fixtures that are original to a house or integral to an architectural style are examples of fixtures that should be preserved.
- Replace broken glass. Re-secure loose fixtures.
- Check electrical connections for exposed or damaged wiring. Replace as necessary.
- If a historic light fixture is damaged beyond repair, then replacing it with a replica fixture is preferred.

4.9 New exterior lights should be simple in character and low in intensity.

- Lighting fixtures should be appropriate to the building in terms of style and size.
- Lights that cast a color similar to that of daylight and that have a low level of luminescence are preferred.

4.10 Minimize the visual impacts of site and architectural lighting.

- Unshielded, high intensity light sources and those that direct light upward are inappropriate.
- Prevent glare onto adjacent properties by using shielded and focused light sources that direct light onto the ground.
- Where safety or security are a concern, the use of motion sensors that automatically turn lights on and off are appropriate.
- Do not wash an entire building facade in light.

Driveways, Parking and Garages

Parking areas should have a positive visual impact.

The visual impacts of parking—which includes driveways, surface parking and garages—should be minimized. In the historic neighborhood the placement of the garages occurs to the side or rear of the property. If for any reason the garage needs to be replaced, it should be located in a similar position.

4.11 Minimize the visual impacts of parking areas.

- Paved parking areas in front of a building are inappropriate.
- Parking areas and drives should be located to the side of the building or adjacent to the alley.
- In the historic neighborhood surface parking should not exceed one space.

4.12 Minimize the visual impacts of garages.

- A detached garage located to the rear or side of the property, and that is set back substantially from the front of the house, is recommended.
- If for any reason an existing garage is replaced in the Hercules Village Historic District, it should conform to city setbacks and be located in a similar position as the original.
- Only one single car garage per property is allowed in the Hercules Village Historic District.
- The new building should not exceed the footprint of the garage being replaced.

4.13 Maintain the traditional range of building materials on accessory structures.

- The material and detailing of a garage should be utilitarian.

Parking areas and the associated buildings should be located off the alley.

Garden Elements

A gazebo, deck or an open secondary porch should have a minimum visual impact on adjacent properties.

Garden elements are sometimes used in a backyard setting to enhance one's property. These are appropriate if they do not detract from the historic setting of the neighborhood.

4.14 Minimize the visual impact of a gazebo, deck or an open porch.

- Garden elements that are covered and are located in the Hercules Village Historic District shall be considered an addition or an outbuilding. The square footage of this element shall count against the one hundred square feet as noted in 3.3.
- The floor plate of a raised deck or gazebo should not exceed two feet in height in the historic neighborhood.
- In general, any wall plates associated with a covered building should not exceed eight feet in height.

4.15 A deck or an open secondary porch should be located to the back of the primary residence.

- Locating these elements to the side of a primary structure, but set back substantially from the front of the building may also be considered.

Mechanical Equipment and Service Areas

Utilities should be placed such that their visual impacts are minimized.

Utilities and mechanical equipment that serve properties may include telephone and electrical lines, gas meters, air conditioners, telecommunication systems and security systems. For new construction, adequate space should be planned in a project from the outset and should be designed such that visual impacts are minimized.

4.16 Minimize the visual impacts of utilities and mechanical equipment.

- Provide adequate space for utilities. They should not simply be put into "left over" space that abuts the public right-of-way.
- Locate utility or mechanical equipment at the rear or sides of a property and screen them with landscaping if visible from the street. This equipment should not be attached to the front of a building or within ten feet of the front of the building.
- Vents for direct-vent fireplaces should not be installed on the building front.
- Window air conditioning units or condenser elements should be located where they are not visible on a front facade.
- Any utility device or mechanical equipment should have a matte or non-reflective finish.

4.17 Screen a satellite dish from view.

- Use landscaping to screen a satellite dish that is mounted on the ground.
- A small satellite dish mounted on the building should be located away from the front of a structure to the extent feasible (see more specific provisions in the *Hercules By The Bay Homeowners Association Rules and Architectural Guidelines - Historic Homes Section, August 1996*).

4.18 Service areas should not be visible from major pedestrian ways.

- Locate a service area along the rear of a site.
- Trash areas, including large waste containers or dumpsters, should also be screened from view, using a fence, hedge or enclosure. For a larger storage area, consider using a shed to enclose it.
- Provide adequate trash storage capacity so that debris will not overflow the containers.

Appropriate location for a satellite dish.

Energy Conservation

Elements used for energy conservation should not interfere with the original character of a historic building.

4.19 If energy conservation is a concern, do not replace original single pane glass with double pane, or thermal pane glass.

- In some cases, owners may be concerned that an older window is less efficient in terms of energy conservation. However, most heat loss is associated with air *leakage* through gaps in an older window that are the result of a lack of maintenance, rather than loss of energy through the single pane of glass found in historic windows.
- The most cost-effective energy conservation measures for most historic windows include the replacement of the glazing compound, the repair of wood members and the installation of weather stripping. These steps will dramatically reduce heat loss while preserving historic features.

4.20 Solar devices should not block views or be placed where they are visible from the public right-of-way.

- If attached to the building, solar devices should lay flush with the roof line. This will not cause a significant decrease in the device's solar gain capabilities.
- If not attached to the building, collectors should be located in side or rear yards. Exposed hardware, frames and piping should have a matte finish, and be consistent with the color scheme of the primary structure.
- Collectors not attached to the building should be screened by whatever landscaping may be necessary to reduce their visibility. However, screening may diminish the effectiveness of the collectors to receive sunlight.

Building Color

Use colors to create a coordinated color scheme for a building.

4.21 The facade should "read" as a single composition.

- Employ color schemes that are simple in character.
- Using one base color for the building is preferred.
- Using only one or two accent colors is also encouraged, although precedent does exist for using more than two colors for certain architectural styles, such as the Queen Anne.

4.22 Base or background colors should be muted.

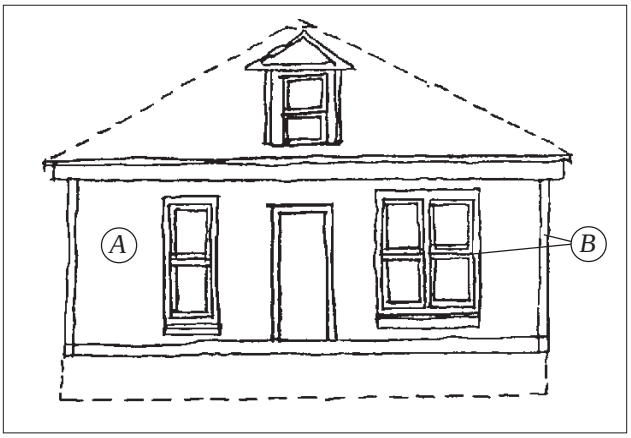
- Use the natural colors of the building materials, such as the buff color of limestone, as the base for developing the overall color scheme.
- Use matte finishes instead of glossy ones.

4.23 Reserve the use of bright colors to accent building features only.

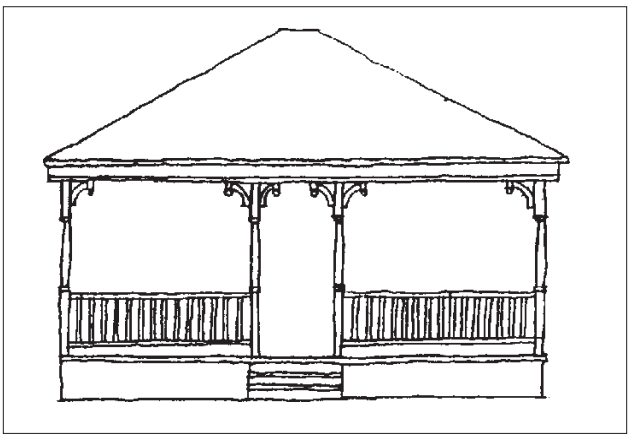
- Contrasting accent colors may be used to highlight entries.
- Muted earthtone colors are preferred.

The *Hercules By The Bay Homeowners Association Rules and Architectural Guidelines Historic Homes Section, August 1996* contains additional regulations concerning color that should be considered.

When designing your own color scheme, consider the entire composition:
a) The back plane of the main facade is a major surface for which a scheme should be devised, and
b) A color scheme for the front plane, composed of a porch in this case, also should be designed.



Apply a base color to the main plane of the facade (A). Next, apply the first trim color to window frames and edge boards (B).



When developing a color scheme, use a limited number of colors. Apply one or two colors to porch elements; avoid making the scheme too busy. Consider using a different shade of the first trim color—or even matching it exactly for porch trim.

APPENDIX

A

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. 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.

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.

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.

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.

APPENDIX

B

INTERPRETATION OF TERMS

These definitions apply to terms related to compliance in the preceding text.

Appropriate. In some cases, a stated action or design choice is defined as being "appropriate" in the text. In such cases, by choosing the design approach referred to as "appropriate," the reader will be in compliance with the guideline. However, in other cases, there may be a design that is not expressly mentioned in the text that also may be deemed "appropriate."

Consider. When the term "consider" is used, a design suggestion is offered to the reader as an example of one method of how the design guideline at hand could be met. Applicants may elect to follow the suggestion, but may also seek alternative means of meeting it. In other cases, the reader is instructed to evaluate the ability to take the course recommended in the context of the specific project.

Context. In many cases, the reader is instructed to relate to the context of the project area. The "context" relates to those properties and structures adjacent to, and within the same block as, the proposed project.

Historic Resource. In general, a "historic resource" building is one that is 50 years old or older, associated with significant people or events or conveys a character of building and design found during the period of significance.

Inappropriate. Inappropriate means impermissible. When the term "inappropriate" is used, the relevant design approach will not be allowed. For example, one guideline states: "Enclosing a porch with opaque materials that destroy the openness and transparency of the porch is inappropriate."

Non-historic. Recent buildings and those 50 years old or older which have lost their integrity are considered "non-historic." These buildings do retain property value, but do not possess the significance and/or physical integrity necessary to be considered a historic resource.

Preferred. In some cases, the reader is instructed that a certain design approach is "preferred." In such a case, the reader is encouraged to choose the design option at hand. However, other approaches may be considered.

Primary facade. The primary facade is the principal elevation of a building, usually facing the street or other public way.

Should. If the term "should" appears in a design guideline, compliance is required. In cases where specific circumstances of a project make it impractical to do so, the City may determine that compliance is not required if the applicant demonstrates how the related policy statement still will be met.

APPENDIX

C

GLOSSARY OF TERMS

Alignment. The arrangement of objects along a straight line.

Appurtenances. An additional object added to a building; typically includes vents, exhausts hoods, air conditioning units, etc.

Asphalt Shingles. A type of roofing material composed of layers of saturated felt, cloth or paper, and coated with a tar, or asphalt substance, and granules.

Baluster. A short, upright column or urn-shaped support of a railing. *(figure 1)*

Balustrade. A row of balusters and the railing connecting them. Used as a stair rail and also above the cornice on the outside of a building. *(figure 1)*

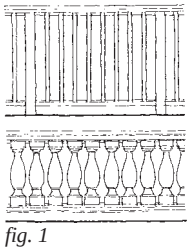


fig. 1

Bargeboard. A projecting board, often decorated, that acts as trim to cover the ends of the structure where a pitched roof overhangs a gable. *(figure 2)*

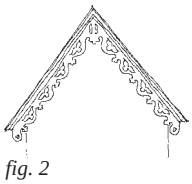


fig. 2

Board and Batten. Vertical plank siding with joints covered by narrow wood strips.

Bracket. A supporting member for a projecting element or shelf, sometimes in the shape of an inverted L and sometimes as a solid piece or a triangular truss. *(figure 3)*

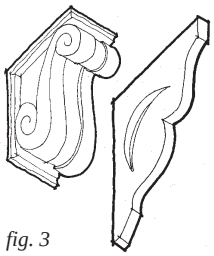


fig. 3

Building. A resource created principally to shelter any form of human activity, such as a house.

Building Addition. Is that portion of a building that has been expanded from its original configuration (footprint or form) in order to accommodate additional sheltered human activity.

Clapboards. Narrow, horizontal, overlapping wooden boards, usually thicker along the bottom edge, that form the outer skin of the walls of many wood frame houses. The horizontal lines of the overlaps generally are from four to six inches apart in older houses.

Column. A slender upright structure, generally consisting of a cylindrical shaft, a base and a capital; pillar: It is usually a supporting or ornamental member in a building. *(figure 4)*

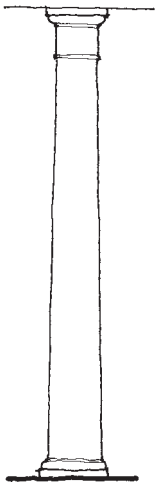


fig. 4

Composition Shingles. See asphalt shingles.

Conservation Area. Conservation areas are typically used in newer areas or older areas with less integrity where historic district designation is not feasible. Maintaining overall character is the focus.

Coping. The protective uppermost course of a wall or parapet. *(figure 5)*

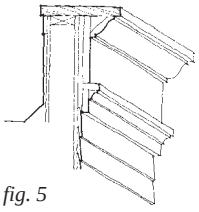


fig. 5

Cornice. The continuous projection at the top of a wall. The top course or molding of a wall when it serves as a crowning member. *(figure 6)*

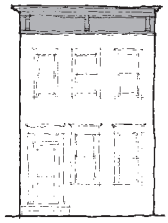


fig. 6

Doorframe. The part of a door opening to which a door is hinged. A doorframe consists of two vertical members called *jambs* and a horizontal top member called a *lintel* or *head*.

Double-Hung Window. A window with two sashes (the framework in which window panes are set), each moveable by a means of cords and weights. *(figure 7)*

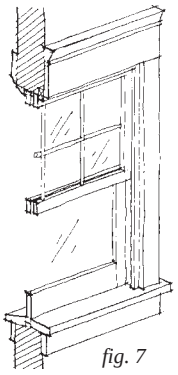


fig. 7

Dormer. A window set upright in a sloping roof. The term is also used to refer to the roofed projection in which this window is set.

Eave. The underside of a sloping roof projecting beyond the wall of a building. *(figure 8)*

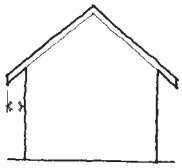


fig. 8

Elevation. A mechanically accurate, "head-on" drawing of a face of a building or object, without any allowance for the effect of the laws of perspective. Any measurement on an elevation will be in a fixed proportion, or scale, to the corresponding measurement on the real building.

Facade. Front or principal face of a building, any side of a building that faces a street or other open space.

Fascia. A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or "eaves," sides of a pitched roof. The rain gutter is often mounted on it. *(figure 9)*

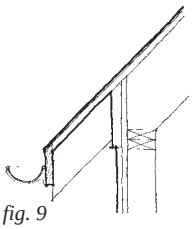


fig. 9

Fenestration. The arrangement of windows and other exterior openings on a building.

Form. The overall shape of a structure (i.e., most structures are rectangular in form).

Frame. A window component. See window parts.

Gable. The portion, above eave level, of an end wall of a building with a pitched or gambrel roof. In the case of a pitched roof this takes the form of a triangle. The term is also used sometimes to refer to the whole end wall.

Glazing. Fitting glass into windows and doors.

Head. The top horizontal member over a door or window opening. *(figure 10)*

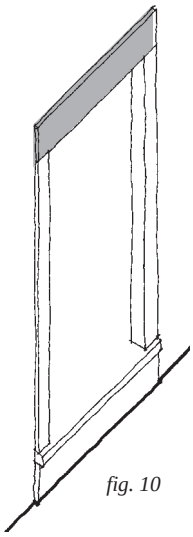


fig. 10

Historic District. A geographically definable area of urban or rural character, possessing a significant concentration or continuity of site, building, structures or objects unified by past events or aesthetically by plan or physical development.

Historic House *or* ***Resource.*** A structure or streetscape that is unique to its period of significance and as such is to be wisely managed for the benefit of present and future generations.

In-Kind Replacement. To replace a feature of a building with materials of the same characteristics, such as material, texture, color, etc.

Integrity. A property retains its integrity, if a sufficient percentage of the structure dates from the period of significance. The majority of a building's structural system and materials should date from the period of significance and its character defining features also should remain intact. These may include architectural details, such as dormers and porches, ornamental brackets and moldings and materials, as well as the overall mass and form of the building.

Landmark. Any of the following which have a special historical, architectural, cultural, aesthetic or engineering interest or value of a historical nature:

1. An individual structure or portion thereof;
2. An integrated group of structures on a single lot;
3. A site, or portion thereof; or
4. Any combination thereof.

Lap Siding. See clapboards.

Mass. The physical size and bulk of a structure.

Masonry. Construction materials such as stone, brick, concrete block or tile.

Material. As related to the determination of "integrity" of a property, *material* refers to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic resource.

Module. The appearance of a single facade plane, despite being part of a larger building. One large building can incorporate several building modules.

Molding. A decorative band or strip of material with a constant profile or section designed to cast interesting shadows. It is generally used in cornices and as trim around window and door openings. *(figure 11)*

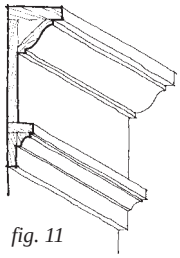


fig. 11

Muntin. A bar member supporting and separating panes of glass in a window or door.

Opaque Fence. A fence that one *cannot* see through.

Orientation. Generally, orientation refers to the manner in which a building relates to the street. The entrance to the building plays a large role in the orientation of a building; whereas, it should face the street.

Panel. A sunken or raised portion of a door with a frame-like border.

Parapet. An upward extension of a building wall above the roofline, sometimes ornamented and sometimes plain, used to give a building a greater feeling of height or a better sense of proportion. *(figure 12)*

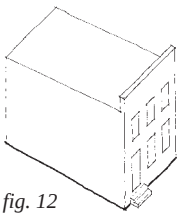


fig. 12

Pediment. A triangular section framed by a horizontal molding on its base and two sloping moldings on each of its sides. Usually used as a crowning member for doors, windows and mantles. *(figure 13)*

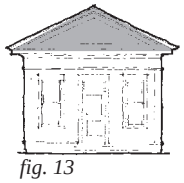


fig. 13

Period of Significance. Span of time in which a property attained the significance.

Porch Piers. Upright structures of masonry which serve as principal supports for porch columns. *(figure 14)*

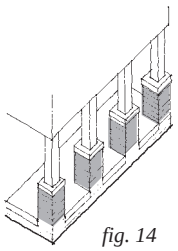


fig. 14

Post. A piece of wood, metal, etc., usually long and square or cylindrical, set upright to support a building, sign, gate, etc.; pillar; pole. *(figure 15)*

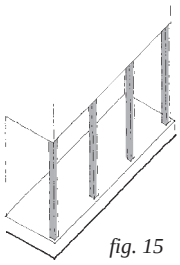


fig. 15

Preservation. The act or process of applying measures to sustain the existing form, integrity and materials of a building or structure, and the existing form and vegetative cover of a site. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.

Protection. The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, or to cover or shield the property from danger of injury. In the case of buildings and structures, such treatment is generally of a temporary nature and anticipates future historic preservation treatment; in the case of archaeological sites, the protective measure may be temporary or permanent.

Reconstruction. The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.

Rehabilitation. The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural value.

Renovation. The act or process of returning a property to a state of utility through repair or alteration which makes possible a contemporary use.

Restoration. The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.

Sash. See window parts.

Scale. The size of structure as it appears to the pedestrian.

Semi-Transparent Fence. A fence that one *can* see partly through.

Shape. The general outline of a building or its facade.

Side Light. A usually long fixed sash located beside a door or window; often found in pairs. *(figure 16)*

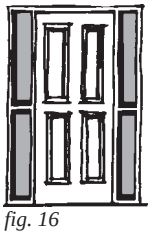


fig. 16

Siding. The narrow horizontal or vertical wood boards that form the outer face of the walls in a traditional wood frame house. Horizontal wood siding is also referred to as clapboards. The term "siding" is also more loosely used to describe any material that can be applied to the outside of a building as a finish.

Sill. The lowest horizontal member in a frame or opening for a window or door. Also, the lowest horizontal member in a framed wall or partition.

Size. The dimensions in height and width of a building's face.

Stile. A vertical piece in a panel or frame, as of a door or window.

Stabilization. The fact or process of applying measures designed to reestablish a weather resistant enclosure and the structural stability of an unsafe or deteriorated property while maintaining the essential form as it exists at present.

Streetscape. Generally, the streetscape refers to the character of the street, or how elements of the street form a cohesive environment.

Traditional. Based on or established by the history of the area.

Transom Window. A small window or series of panes above a door, or above a casement or double hung window. *(figure 17)*

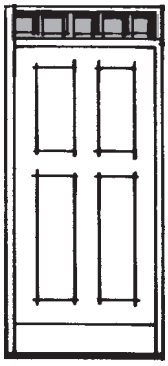


fig. 17

Transparent Fence. A fence that one *can* see through.

Vernacular. This means that a building does not have details associated with a specific architectural style, but is a simple building with modest detailing and form. Historically, factors often influencing vernacular building were things such as local building materials, local climate and building forms used by successive generations.

Visual Continuity. A sense of unity or belonging together that elements of the built environment exhibit because of similarities among them.

Window Parts. The moving units of a window are known as *sashes* and move within the fixed frame. The *sash* may consist of one large *pane* of glass or may be subdivided into smaller panes by thin members called *muntins* or *glazing bars*. Sometimes in nineteenth-century houses windows are arranged side by side and divided by heavy vertical wood members called *mullions*.