All Historic Zones – Resource Checklist for Applicants and Review Boards

UDC 5.8 Historic Preservation Zones

HPZ Case No.: _____ *Site Address:* _____

Development Zone	☐	Development zone properly defined
Height UDC 5.8.9.B	☐ ☐	New additions no higher than tallest contributor in development zone Generally conforms to typical height within development zone
Setbacks UDC 5.8.9.C	☐	Maintains prevailing street and interior perimeter yard setbacks within its development zone
Site Utilization UDC 5.8.9.G	☐	Consistent with site utilization (spacing between buildings) of contributors within the development zone
Building Form UDC 5.8.9.J	☐	Size, scale and mass of additions compatible with existing structure and with contributors in development zone
Rhythm UDC 5.8.9.K	☐	Proportion, patterns and rhythm of openings, additions, compatible with those of existing structure and those of contributors within development zone
Color UDC 5.8.9.L.1	☐	Appropriate to architectural style of structure and historic period (May only be considered as part of a required HPZ review)
Landscaping UDC 5.8.9.L.2	☐	Plantings and ornamental features reflect historic period of subject structure (May only be considered as part of a required HPZ review)
Enclosures UDC 5.8.9.L.3	☐	Fences, walls, or other physical features compatible with architectural style of subject structure and contributing properties within the development zone
Utilities UDC 5.8.9.L.4	☐	New aboveground power and telephone lines and utility connections are appropriate.
Motor Vehicle & Parking Areas UDC 5.8.9.N	☐ ☐	Off-site parking spaces for uses within HPZ not more than 600 feet away New and modified vehicular use areas landscaped and screened using compatible structural and plant materials
Signs UDC 5.8.9.M	☐	Meets requirements (refer to Sign Code)

		Contributing Property Modifications		**New Construction or Non-Contributing Property Modifications**
General UDC 5.8.9.A	☐ ☐	Changes reflect architectural style and characteristics of existing structure. (Renovation to earlier historic style of property is acceptable). Changes conform to design standards of contributing properties within development zone	☐	Reflects architectural style of, and is compatible with contributing properties within development zone. (New construction is not to be mistaken for an original historic building).
Proportion UDC 5.8.9.D	☐	Changes are consistent with proportions of existing structure and with prevailing proportions of contributing properties within development zone	☐	Reflects prevailing proportions of contributing properties in development zone
Roof Types UDC 5.8.9.E	☐	Changes have a roof compatible in configuration, mass, and materials to that of the style of the existing structure	☐	Roof compatible in configuration, mass, and materials to the prevailing style and period of existing structures within the development zone.
Surface Texture UDC 5.8.9.F	☐	Appropriate to historical style of existing structure.	☐	Appropriate to the historic style of similar structures within the development zone and reflects historic periods existing within HPZ
Projections and Recessions UDC 5.8.9.H	☐	Appropriate to the style of the existing structure	☐	Compatible with existing historic styles in the development zone and reflecting historic periods of HPZ
Details UDC 5.8.9.I	☐	Appropriate to the style of the existing structure	☐	Compatible with existing historic styles in the development zone and reflecting historic periods of HPZ

This checklist is a guide for individual use only, to assist you in gathering the necessary documentation, but is not part of the application. Once all documentation is submitted to PDSD the application is subject to a review for completeness, and PDSD staff may require additional documentation.

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TSM 9-02.7.1 Specific Historic Preservation Zone Guidelines (General)

- ☐ A. Exterior alterations and changes are minimal;
- ☐ B. Alterations are compatible with the structure's original design;
- ☐ C. New construction is compatible with surrounding properties, in terms of materials and architectural style and character;
- ☐ D. Alterations or renovations visible from the street are minimal;
- ☐ E. Alterations or changes to original roof form, building materials, and details (character-defining features) are minimal;
- ☐ F. All construction materials are appropriate to the building and to the neighborhood;
- ☐ G. The size, shape, and materials of window and door openings are maintained; and,
- ☐ H. Any historical and distinctive architectural details are to remain.

REVISED SECRETARY OF INTERIOR STANDARDS FOR REHABILITATION OF HISTORIC BUILDINGS

- ☐ Property to be used as it was historically or given new use that requires minimal change to distinctive materials, features, spaces, and spatial relationships
- ☐ Historic character to be retained and preserved. Removal of distinctive materials is to be avoided.
- ☐ Building is a physical record of its time, place and use. No conjectural features or "false sense of history"
- ☐ Retain any alterations that have acquired historical significance in their own right
- ☐ Distinctive materials, features, finishes and, construction techniques or examples of craftsmanship preserved
- ☐ Repair options fully explored before replacement is considered; where replacement is the only option, the new features will match the old. Replacement of missing features substantiated by documentary and physical evidence.
- ☐ No chemical or physical treatments that would cause damage to historic materials
- ☐ If there are any known archaeological resources, they are to be preserved in place or mitigated
- ☐ New additions/exterior alterations may not destroy historic materials, features, and spatial relationships that characterize the property. New work must be differentiated from the old
- ☐ New additions, if removed in the future, would leave the essential form and integrity of the property and its environment unimpaired

Notes: