



Oregon

Theodore R. Kulongoski, Governor

Department of Land Conservation and Development

635 Capitol Street, Suite 150

Salem, OR 97301-2540

(503) 373-0050

Fax (503) 378-5518

www.lcd.state.or.us



NOTICE OF ADOPTED AMENDMENT

05/16/2012

TO: Subscribers to Notice of Adopted Plan  
or Land Use Regulation Amendments

FROM: Plan Amendment Program Specialist

SUBJECT: City of Ashland Plan Amendment  
DLCD File Number 004-11

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office.

Appeal Procedures\*

DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL: Tuesday, May 29, 2012

This amendment was submitted to DLCD for review prior to adoption pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

**\*NOTE:** The Acknowledgment or Appeal Deadline is based upon the date the decision was mailed by local government. A decision may have been mailed to you on a different date than it was mailed to DLCD. As a result, your appeal deadline may be earlier than the above date specified. NO LUBA Notification to the jurisdiction of an appeal by the deadline, this Plan Amendment is acknowledged.

Cc: Bill Molnar, City of Ashland  
Gordon Howard, DLCD Urban Planning Specialist  
Josh LeBombard, DLCD Regional Representative  
Angela Lazarean, DLCD Urban Planner

<paa> YA



FORM 2

DLCD

# Notice of Adoption

This Form 2 must be mailed to DLCD within **5-Working Days after the Final Ordinance is signed** by the public Official Designated by the jurisdiction and all other requirements of ORS 197.615 and OAR 660-018-000

In person  electronic  mailed

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DEPT OF  
**MAY 10 2012**  
LAND CONSERVATION  
AND DE For Office Use Only

Jurisdiction: **City of Ashland, Oregon**

Local file number: **PA-2011-01523**

Date of Adoption: **5/1/2012**

Date Mailed: **5/6/2012**

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD?  Yes  No Date: 10/26/2011

Comprehensive Plan Text Amendment

Comprehensive Plan Map Amendment

Land Use Regulation Amendment

Zoning Map Amendment

New Land Use Regulation

Other:

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached".

The amendment revises the Historic District Design Standards of Ashland's Site Design and Use Standards, which are supplementary approval standards for Site Design Review, to bring them more into line with the Secretary of the Interior's Standards for Rehabilitation, provide greater internal consistency within the standards themselves. Also included, but not codified, are supporting educational materials to further explain and illustrate the standards as they apply to specific topics.

Does the Adoption differ from proposal? No, no explanation is necessary

Plan Map Changed from: **N/A**

to: **N/A**

Zone Map Changed from: **N/A**

to: **N/A**

Location: **Ashland Historic Districts (See attached map).**

Acres Involved: **0**

Specify Density: Previous: **N/A**

New: **N/A**

Applicable statewide planning goals:

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
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Was an Exception Adopted?  YES  NO

Did DLCD receive a Notice of Proposed Amendment...

35-days prior to first evidentiary hearing?

Yes  No

If no, do the statewide planning goals apply?

Yes  No

If no, did Emergency Circumstances require immediate adoption?

Yes  No

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DLCD file No. 004-011 (19033) [17035]

Please list all affected State or Federal Agencies, Local Governments or Special Districts:

Oregon State Historic Preservation Office (SHPO) and the National Parks Service (NPS), through project's grant funding.

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Local Contact: **Bill Molnar, Director**

Phone: (541) 552-2042 Extension:

Address: **51 Winburn Way**

Fax Number: **541-552-2050**

City: **Ashland**

Zip: **97520-**

E-mail Address: **bill.molnar@ashland.or.us**

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## **ADOPTION SUBMITTAL REQUIREMENTS**

**This Form 2 must be received by DLCD no later than 5 working days after the ordinance has been signed by the public official designated by the jurisdiction to sign the approved ordinance(s) per ORS 197.615 and OAR Chapter 660, Division 18**

1. This Form 2 must be submitted by local jurisdictions only (not by applicant).
2. When submitting the adopted amendment, please print a completed copy of Form 2 on light green paper if available.
3. Send this Form 2 and one complete paper copy (documents and maps) of the adopted amendment to the address below.
4. Submittal of this Notice of Adoption must include the final signed ordinance(s), all supporting finding(s), exhibit(s) and any other supplementary information (ORS 197.615 ).
5. Deadline to appeals to LUBA is calculated **twenty-one (21) days** from the receipt (postmark date) by DLCD of the adoption (ORS 197.830 to 197.845 ).
6. In addition to sending the Form 2 - Notice of Adoption to DLCD, please also remember to notify persons who participated in the local hearing and requested notice of the final decision. (ORS 197.615 ).
7. Submit **one complete paper copy** via United States Postal Service, Common Carrier or Hand Carried to the DLCD Salem Office and stamped with the incoming date stamp.
8. Please mail the adopted amendment packet to:

**ATTENTION: PLAN AMENDMENT SPECIALIST  
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT  
635 CAPITOL STREET NE, SUITE 150  
SALEM, OREGON 97301-2540**

9. **Need More Copies?** Please print forms on 8½ -1/2x11 green paper only if available. If you have any questions or would like assistance, please contact your DLCD regional representative or contact the DLCD Salem Office at (503) 373-0050 x238 or e-mail plan.amendments@state.or.us.

ORDINANCE NO. 3062

**AN ORDINANCE ADDING NEW SECTIONS 18.08.622 AND 18.08.636 TO THE DEFINITIONS CHAPTER (18.08) OF THE ASHLAND LAND USE ORDINANCE AND AMENDING THE HISTORIC DISTRICT DESIGN STANDARDS AND DOWNTOWN DESIGN STANDARDS OF THE SITE DESIGN AND USE STANDARDS FOR GREATER CLARITY AND CONSISTENCY WITH THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION.**

Annotated to show ~~deletions~~ and **additions** to the code sections being modified. Deletions are **~~bold lined through~~** and additions are in **bold underline**.

**WHEREAS**, Article 2. Section 1 of the Ashland City Charter provides:

Powers of the City The City shall have all powers which the constitutions, statutes, and common law of the United States and of this State expressly or impliedly grant or allow municipalities, as fully as though this Charter specifically enumerated each of those powers, as well as all powers not inconsistent with the foregoing; and, in addition thereto, shall possess all powers hereinafter specifically granted. All the authority thereof shall have perpetual succession.

**WHEREAS**, the City of Ashland Comprehensive Plan includes policy 1.31.7 which states that, "The City shall develop and implement through law design guidelines for new development as well as for alteration of existing structures within the historic interest areas for structures and areas that are historically significant."

**WHEREAS**, the City of Ashland adopted the Historic District Development standards as additional approval standards for Site Design Review in 1985.

**WHEREAS**, the City of Ashland created the "Ashland Preservation Plan 2009-2018" which sets forth a number of goals and implementation measures to further historic preservation planning in Ashland including a goal to revise the existing standards, noting that in some cases they conflict with or contradict the Secretary of the Interior's Standards for Rehabilitation or with the Downtown Ashland development standards;

**WHEREAS**, the City of Ashland received a Certified Local Government Grant for the purpose of evaluating, revising and expanding Ashland's Historic District Design Standards in order to bring these standards more into line with the Secretary of the Interior's Standards for Rehabilitation, the national standards for historic preservation, while also providing for greater internal consistency within the City of Ashland's Site Design and Use Standards;

**WHEREAS**, the City of Ashland Historic Commission considered appropriate amendments to the Ashland Municipal Code, Land Use Ordinances and Site Design and Use Standards at a duly

advertised public hearing on March 7, 2012, and following deliberations recommended approval of the amendments;

**WHEREAS**, the City of Ashland Planning Commission considered appropriate amendments to the Ashland Municipal Code, Land Use Ordinances and Site Design and Use Standards at a duly advertised public hearing on March 13, 2012, and following deliberations recommended approval of the amendments;

**WHEREAS**, the City Council of the City of Ashland conducted a duly advertised public hearing on the amendments to the Ashland Municipal Code, Land Use Ordinances and Site Design and Use Standards on April 3, 2012;

**WHEREAS**, the City Council of the City of Ashland, following the close of the public hearing and record, deliberated and conducted first and second readings approving adoption of the Ordinance in accordance with Article 10 of the Ashland City Charter; and

**WHEREAS**, the City Council of the City of Ashland has determined that in order to protect and benefit the health, safety and welfare of existing and future residents of the City, it is necessary to amend the Ashland Municipal Code and Land Use Ordinance in manner proposed, that an adequate factual base exists for the amendments, the amendments are consistent with the comprehensive plan and that such amendments are fully supported by the record of this proceeding.

**THE PEOPLE OF THE CITY OF ASHLAND DO ORDAIN AS FOLLOWS:**

**SECTION 1.** The above recitations are true and correct and are incorporated herein by this reference.

**SECTION 2.** The following new sections are hereby added to AMC Chapter 18.08 [Definitions]:

**SECTION 18.08.622 Rehabilitation**

**The act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.**

**SECTION 18.08.636 Restoration**

**The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.**

**SECTION 3.** The Site Design and Use Standards [*Section IV Historic District Development*] is hereby amended as detailed in the attached Exhibit A.

**SECTION 4.** The Site Design and Use Standards [*Section VI Downtown Ashland*] is hereby amended as detailed in the attached Exhibit B.

**SECTION 5. Severability.** The sections, subsections, paragraphs and clauses of this ordinance are severable. The invalidity of one section, subsection, paragraph, or clause shall not affect the validity of the remaining sections, subsections, paragraphs and clauses.

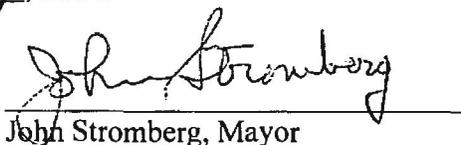
**SECTION 6. Codification.** Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions, and text descriptions of amendments (i.e. Sections 1, 3-4) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

The foregoing ordinance was first read by title only in accordance with Article X, Section 2(C) of the City Charter on the 3<sup>rd</sup> day of April, 2012, and duly PASSED and ADOPTED this 1<sup>st</sup> day of May, 2012.



Barbara M. Christensen, City Recorder

SIGNED and APPROVED this 2 day of May, 2012.



John Stromberg, Mayor

Reviewed as to form:

  
David Lohman, City Attorney

## SECTION IV Historic District Development

### A. Development in Ashland's Historic District

Ashland's Historic District is very important to all of the City's residents. Not only does this area contain the City's beginnings, but it is also the area of some of the most prominent landmarks in Ashland, ~~excluding~~ including the Plaza, East Main Street commercial area, Lithia Park, and many important residential districts. For the most part, the main architectural themes have already been laid down, and must be considered in the design of any new structures or renovation of existing structures. This does not mean that all new structures must be a lavish imitation of an architectural style whose heyday is past, but sensitivity to surrounding buildings and the existing land use patterns is essential to the successful development.

While it is critical that buildings be made habitable and safe, it is equally imperative that the architectural character of a building be respected in the process of structural improvements. Unfortunately, this has not always been done in Ashland. The architectural merit of a building has too often been sacrificed for a more contemporary design. For this purpose, the following standards were conceived as a guide to design decisions in the hope that the architectural integrity of Ashland's homes and commercial buildings will no longer be unnecessarily lost.

It is suggested that you think of your building as a whole – a single unit with no removable parts. Every change that you make can chip away at the integrity of the whole, like surgery. Efforts to personalize and update the building will leave you with an assortment of miscellaneous parts that bear no relation to each other, or to the original design. Wrought iron columns, asbestos shingles and aluminum frame windows have only one thing in common – the local hardware store. Older buildings in Ashland were built one at a time and such added options can obscure their individuality.

#### **Restoration, Rehabilitation and Remodeling**

Because there is so much activity these days in the improvement of older housing, new terminology has been introduced. The difference between "~~restoring~~restoring", "rehabilitating", and "remodeling" may seem academic, but each results in a major difference in the way the job or project may turn out.

To "restore" is to return a building to its original condition as if it were a precious museum piece. This technique is typically used for structures of particular significance, such as historic landmarks where accuracy will serve an educational purpose as well as a visual one. Restoration is the most painstaking improvement process and usually the most expensive because it requires technical skill and historical precision for successful results. It can involve the removal of extraneous elements as well as the recreation of original features which may have become deteriorated or been destroyed. A fine example of a restoration project in Ashland is the Swedenberg home found on Siskiyou Boulevard. Great care has been taken to assure that the architectural integrity of the building exterior is practically identical to that when it was built in the early 1900s. Restoration is also defined in Ashland Municipal Code Section 18.08

Exhibit A – Proposed Changes to Historic District Design Standards

Remodeling a building is normally at the opposite end of the improvement spectrum from restoration. Unless it is done with sensitivity, to remodel a building is to redesign it so that the generic features are obliterated and the basic character destroyed in the name of modernization. A remodeling job is often considered a success if the original structure is unrecognizable in the end result. Remodeling is appropriate ~~only used~~ for buildings which ~~are not historic and were constructed of inferior materials or for the buildings which have~~ fallen into a state of disrepair due to vacancy or vandalism. Remodeling can also be a proper course of action when a non-historic structure undergoes a change in use, say from a single-family residence to commercial office space.

Unfortunately, it is quite common for a house to be remodeled and totally divested of its valuable characteristics when conditions do not require such radical treatment. Hence, the expression "remodel" can have bad connotations. To many people it suggests a waste of valuable resources. It is possible, however, to remodel with sensitivity, especially with the help of a talented architect.

To "rehabilitate" is to take corrective measures which will make a structure livable again. Some aspects of rehabilitation entail renovation and the introduction of new elements. ~~Fore~~ example ~~For example,~~ it is likely that ~~outmoded-inadequate~~ electrical circuits would be required to be brought up to code to ensure safety and to provide adequate service for today's modern appliances. When rehabilitating a building, it is essential to protect those portions or features which convey its historical, cultural and architectural character ~~the structural and decorative characteristics which belong to the architectural style~~. These are the very features through which the visual integrity and the economic value of the building are preserved. Modern elements shall only be introduced when absolutely necessary, and in a manner which is sympathetic to the original design. An excellent example of a successful rehabilitation is the Ashland Community Center on Winburn Way. Rehabilitation is also defined in Ashland Municipal Code Section 18.108.

The rewards of sensitive home improvements are many. First there is the satisfaction of knowing you have done the job right. Second, there is the gratification from compliments of other people who appreciate what you have done. Third, there is the pleasure of living in an attractive, comfortable and historically preserved home. While these benefits are difficult to measure, such restoration or rehabilitation can result in significant economic benefits. A perceptive combination of restoration and remodeling will actually contribute to the resale value of your home. Finally, a good rehabilitation project can be surprisingly influential on an entire neighborhood.

The City of Ashland has adopted ordinances to assure that all development, including development in the Historic District, remains compatible with the existing integrity of the district. In new construction of a single-family residence, the Historic Commission will use these standards to make recommendations to the applicant.

If an applicant requires a Staff Permit, Site Review, or a Conditional Use Permit which involves new construction, a remodel, or any use greater than a single-family use, the authority exists in the law for the Staff Advisor and the Planning Commission to require modifications in the design to match these standards. In this case the Historic Commission advises both the applicant and the Staff Advisor or other City decision maker.

## B. Rehabilitation and Remodel Standards for Existing Buildings and Additions

The purpose of the following standards is to prevent incompatible structures and design and ensure the proper use of materials and details within the Historic District; treatment of buildings in historic districts and to ensure that new additions and materials maintain the historic and architectural character of the district. These standards apply primarily to residential historic districts, residential buildings in the Downtown Historic District, and National Register-listed historic buildings not located within historic districts.

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**IV-B-43** ~~Be sure the remodeled portion has exterior wall finish that matches the existing or original material.~~ Replacement finishes on exterior walls of historic buildings shall match the original finish. Exterior finishes on new additions to historic buildings shall be compatible with, but not replicate, the finish of the historic building.

**IV-B-27** ~~Design window additions are to duplicate existing or original windows.~~ Replacement windows in historic buildings shall match the original windows. Windows in new additions shall be compatible in proportion, shape and size, but not replicate original windows in the historic building.

**IV-B-38** ~~Reconstructed roofs on historic buildings shall match the pitch and form of the original roof. Roofs on new Design the roof on additions or remodels to have the same shall match the pitch and form of the historic building, as the original pitch as the original roof and shall be attached at a different height so the addition can be clearly differentiated from the historic building. Extend the ridge lines where possible. On one-story rear additions, shed roofs are acceptable for one-story rear additions.~~

**IV-B-410** ~~Match the style of any porch or entry addition to the original or existing style of the front of the structure.~~ New porches or entries shall be compatible with, but not replicate, the historic character of the building.

**IV-B-5** ~~Match the colors of any additions to the colors used on the existing exterior.~~ Exterior wall colors on new additions shall match those of the historic building.

**IV-B-62** ~~Try to rehabilitate and restore as many features as possible.~~ Original architectural features shall be restored as much as possible, when those features can be documented.

Exhibit A – Proposed Changes to Historic District Design Standards

- IV-B-79 Asphalt or Sawn shingle and, for economy composition shingle roofs are preferred. Asphalt shingles which match the original roof material in existing color and texture are acceptable. Wood sShake, wood-shingles, tile and metal roofs shall be avoidedare not compatible with most Ashland architectural styles (there are a few exceptions).
- IV-B-84 Diagonal and vertical siding are not compatible in most cases shall be avoided on new additions or on historic buildings except in those instances where it was used as the original siding.
- IV-B-96 Imitative materials including but not limited to such as asphalt siding, wood textured aluminum siding or and artificial stone are not compatibleshall be avoided.
- IV-B-1011 Any New detached structures-buildings shall be compatible with the existing associated historic building and shall conform to the above standards.
- IV-B-11 Styles of other eras or locals, such as Tudor and Western styles are to be avoidedHistoric architectural styles and associated features shall not be replicated in new additions or associated buildings.
- IV-B-12 The latest version of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings shall be used in clarifying and determining whether the above standards are met.

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### C. Historic District Design Standards

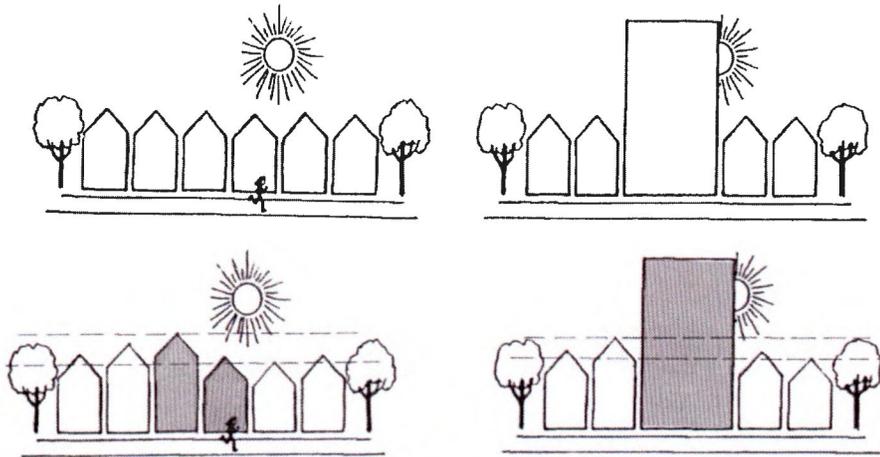
In addition to the standards found in Section II "[Approval Standards and Policies](#)", the following [additional standards](#) will be used by the Planning and Historic Commissions for new [development construction, restoration and rehabilitation and renovation](#) of existing structures [buildings](#) within the Historic District. [For projects located at the boundary between zoning districts or overlays, appropriate adjustments to building form, massing, height, scale, placement or architectural and material treatment may be considered to address compatibility with the transitional area while not losing sight of the underlying standards or requirements applicable to the subject property.](#)

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#### IV-C-1 Height

##### RECOMMENDED

##### AVOID



Construct [new](#) buildings to a height [within the range](#) of [existing historic](#) building [heights](#) [from the historic period](#) on and across the street.

[Avoid](#) [New](#) construction that [greatly significantly](#) varies in height (too high or too low) from [elder historic](#) buildings in the vicinity.

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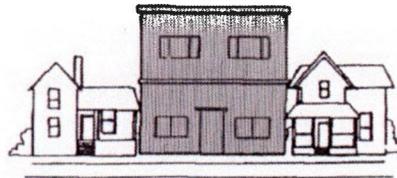
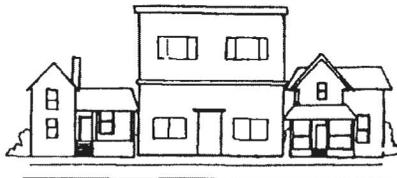
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IV-C-2 Scale

RECOMMENDED



AVOID



Relate the size and proportions~~Height, width and massing of new structures~~-buildings to conform with the scale of adjacent historic buildings in the immediate vicinity.

Avoid buildings that in~~H~~height, width, or massing,~~violate the existing of new buildings that is out of~~-scale of~~with historic buildings in the are~~avicinity.

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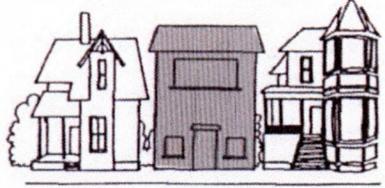
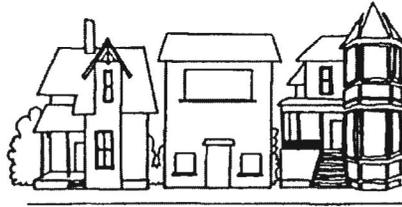
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IV-C-3 **Massing**

**RECOMMENDED**



**AVOID**



Break-up uninteresting boxlike forms into smaller, varied masses which are common on most consistent with historic buildings from the historic period in the immediate vicinity.

Avoid single, monolithic forms that are not relieved by variations in massing.

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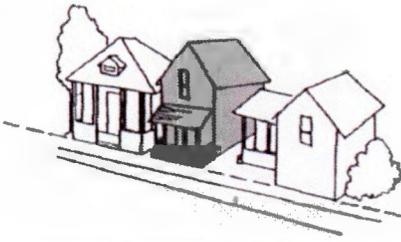
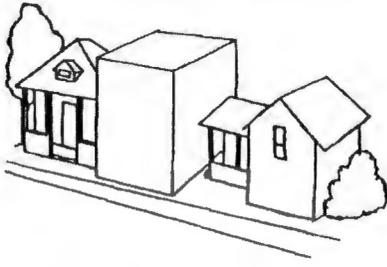
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IV-C-4 Setback

RECOMMENDED



AVOID



Maintain the historic façade lines of streetscapes by locating front walls of new buildings are in the same plane as the facades of adjacent historic buildings.

Avoid violating the existing setback pattern by placing new building in front walls that are constructed forward of or behind setback line of adjacent the-historic façade linebuildings.

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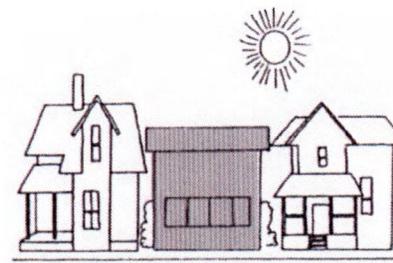
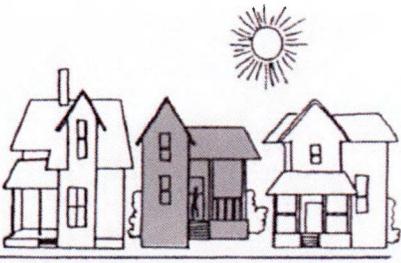
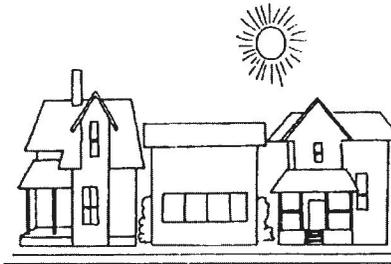
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IV-C-5 Roof Shapes

RECOMMENDED



AVOID



Relate the new roof shape, pitches and materials consistent with historic forms of the buildings to those found in the area immediate vicinity.

Avoid introducing roof shapes, pitches, or materials not traditionally historically used in the area immediate vicinity.

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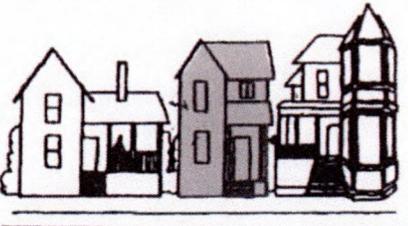
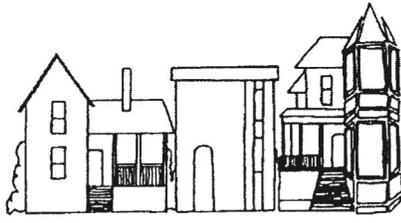
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IV-C-6 **Rhythm of Openings**

RECOMMENDED



AVOID



Pattern or rhythm of wall to door/window openings on Respect the alternation of wall areas with door and window elements in the primary façade or other visually prominent elevation is maintained. Also consider the Maintain compatible -width-to-height ratio of bays in the façade.

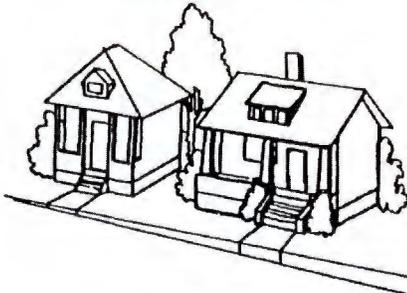
Avoid introducing incompatible façade patterns or that upset the rhythm of window/door openings that is inconsistent with established by the surrounding structures adjacent historic buildings.

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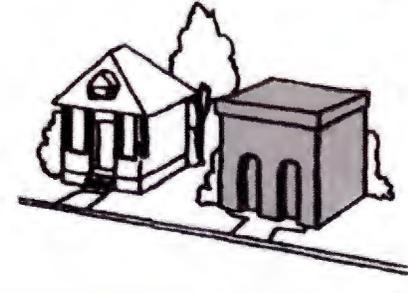
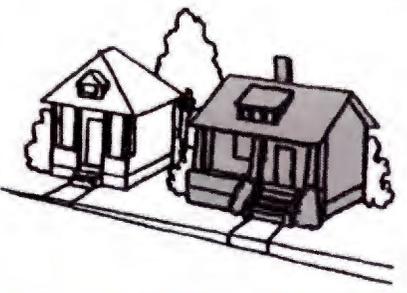
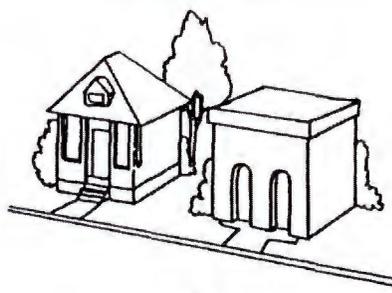
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IV-C-7 **Base or Platforms**

RECOMMENDED



AVOID



The use of a raised, clearly defined base or platform is a traditional siting characteristic of most of the older buildings in Astoria historic buildings in the immediate vicinity.

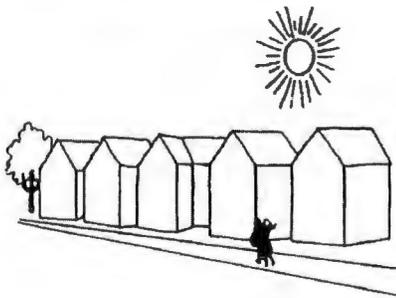
Avoid bringing the walls that appear to rise of buildings straight out of the ground without a distinct sense of platform or base at the ground level.

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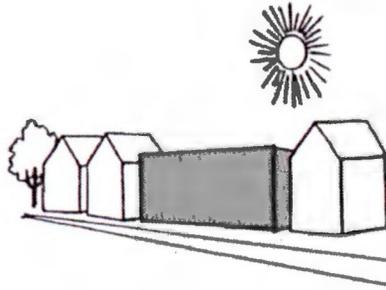
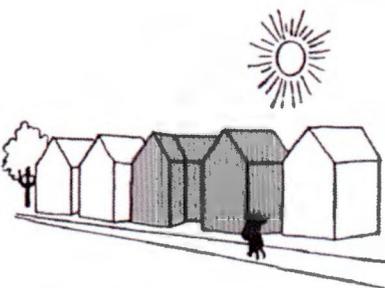
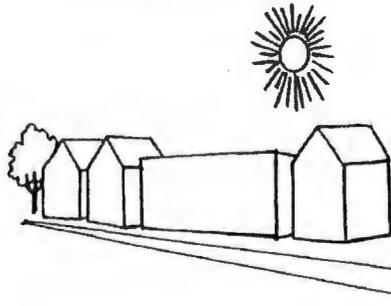
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IV-C-8 **Directional Expression Form**

RECOMMENDED



AVOID



Form (Relate the vertical/horizontal emphasis of building) that is consistent with that of adjacent historic or nondirectional façade character of new buildings to the predominant directional expression of nearby buildings.

Form that varies from that of existing adjacent historic buildings. Avoid horizontal or vertical façade expressions unless they are compatible with the character of structures in the immediate area.

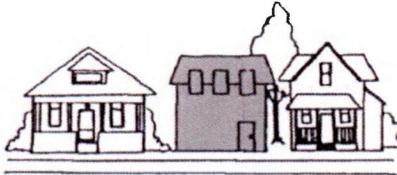
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IV-C-9 **Sense of Entrancesy**

RECOMMENDED

AVOID



Articulate the main Well-defined primary entrances to the building with covered porches, porticos, and other pronounced architectural forms-features compatible but not imitative of historic counterparts.

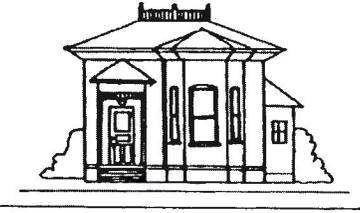
Avoid-Façades with no strong sense of minimally defined primary entrances.

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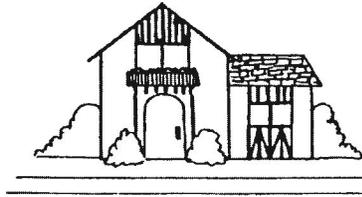
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IV-C-10 Imitation of Historic Features

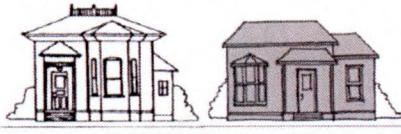
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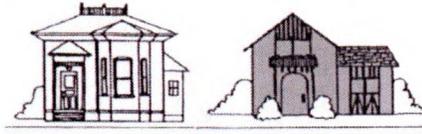
AVOID



RECOMMENDED



AVOID



~~Utilize a~~Accurate restoration of, or visually compatible additions to, existing original architectural features on historic buildings. ~~For N~~new construction, including additions, that is clearly contemporary in design which enhances but does not compete visually traditional architecture that well represents our own time, yet enhances the nature and character of the ~~with adjacent~~ historic district should be used buildings.

~~Avoid R~~eplicating or imitating the styles, motifs, or details of elder periods. ~~Such attempts are rarely successful and, even if well done, present a confusing picture of the true character of the~~ historic architectural buildings.

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**IV-C-11 Additions**

**RECOMMENDED**



Additions that are visually unobtrusive from a public right-of-way, and do not obscure or eliminate character defining features of historic buildings.

**AVOID**



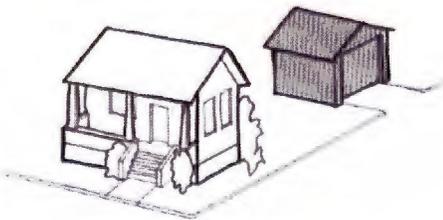
Additions on the primary façade or any elevation that is visually prominent from a public right-of-way, and additions that obscure or destroy character defining features.

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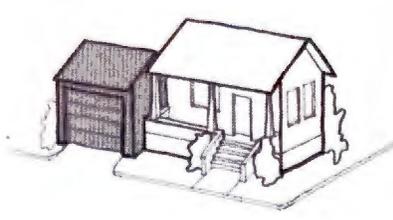
**IV-C-12 Garage Placement**

**RECOMMENDED**



Garage placed behind the primary historic building with access from a side street or alley if available.

**AVOID**



Garage placed beside or in front of the primary historic building.

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**Exhibit B – Proposed Changes to Downtown Design Standards**

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way. It is not the intent of the Design Standards to freeze time and halt progress or restrict an individual property owner's creativity, but rather to guide new and remodeled proposals to be in context with their historic surroundings. Personal choice should be and can be expressed within the framework of the standards.

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While many communities across America are attempting to "create" or "re-create" an urban downtown of their own, the Downtown Design Standards are an attempt to preserve what Ashland already has; a "main street" historical district with diverse individual buildings that collectively create an organized, coordinated and ageless rhythm of buildings. As a collective group, the downtown can retain its "sense of place", its economic base, its history and its citizen's vision.

Under the procedures of the City's Site Design and Review Process, the applicant must demonstrate the proposal meets all of the design standards in order for the decision making body to approve the proposal. As such, the standards should help increase objectivity and reduce subjectivity.

For projects subject to both Section IV "Historic District Development" and Section VI "Downtown Ashland", Section VI shall prevail, with Section IV supplementing where possible to improve overall project design and compatibility. For projects located at the boundary between zoning districts or overlays, appropriate adjustments to building form, massing, height, scale, placement or architectural and material treatment may be considered to address compatibility within the transitional area while not losing sight of the underlying standards and requirements applicable to the subject property.

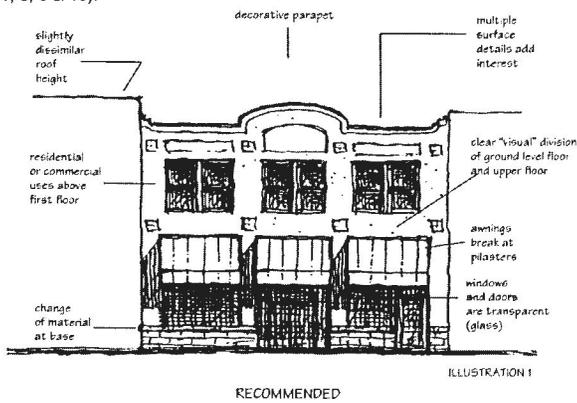
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**The following criteria are adopted with this plan and shall be used as part of the land use approval process:**

**VI-A Height**

1. Building height shall vary from adjacent buildings, using either "stepped" parapets or slightly dissimilar overall height to maintain the traditional "staggered" streetscape appearance. An exception to this standard would be buildings that have a distinctive vertical division/façade treatment that "visually" separates it from adjacent buildings, or for restoration of historic facades. (Illustration: Recommend 1, 5 & 10; Avoid 3)
2. Multi-story development is encouraged in the downtown. (Illustration: Recommend 1, 5, 6 & 10).

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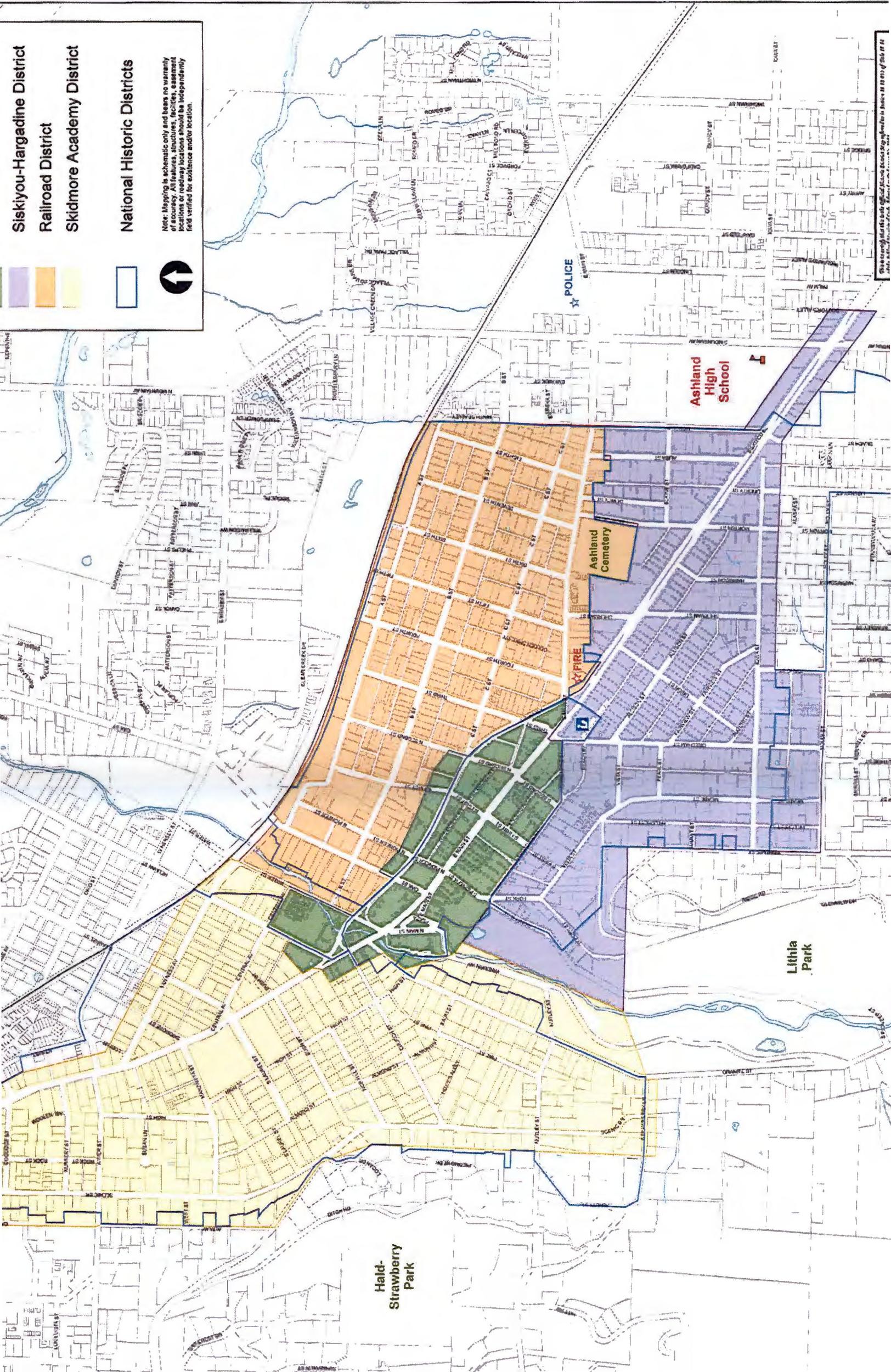
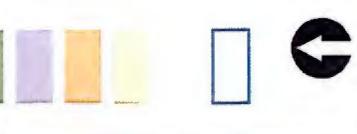
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Siskiyou-Hargadine District  
 Railroad District  
 Skidmore Academy District

National Historic Districts

Note: Mapping is schematic only and bears no warranty of accuracy. All features, structures, facilities, easement locations or roadway locations should be independently field verified for existence and/or location.



**BEFORE THE PLANNING COMMISSION**  
**City of Ashland, Jackson County, Oregon**  
**April 10, 2012**

IN THE MATTER OF PLANNING ACTION #2011-01523, A REQUEST )  
 TO AMEND THE DEFINITIONS CHAPTER OF THE ASHLAND LAND )  
 USE ORDINANCE BY ADDING NEW SECTIONS 18.08.622 AND )  
 18.08.636 AND TO AMEND THE HISTORIC DISTRICT DESIGN ) **RECOMMENDATION**  
 STANDARDS AND DOWNTOWN DESIGN STANDARDS OF THE SITE )  
 DESIGN AND USE STANDARDS FOR GREATER CLARITY AND )  
 CONSISTENCY WITH THE SECRETARY OF THE INTERIOR'S )  
 STANDARDS FOR REHABILITATION. )  
 )  
**APPLICANT:** City of Ashland )

**RECITALS:**

1) The application is to amend the Definitions Chapter (AMC 18.08) of the Ashland Land Use Ordinance by adding new sections 18.08.622 “Rehabilitation” and 18.08.636 “Restoration” and to amend the Historic District Design Standards and Downtown Design Standards of the Site Design and Use Standards. The Historic District Design Standards serve as approval criteria for Site Review and Conditional Use Permit applications for multi-family residential, commercial and industrial applications in Ashland’s four National Register-listed historic districts, as well as for exterior modifications requiring building permits on single family residential properties that are individually listed on the National Register of Historic Places. The proposed revisions are intended to bring the standards more into line with the Secretary of the Interior's Standards for Rehabilitation, and to provide greater clarity and internal consistency within the standards themselves. In conjunction with the revisions, supporting educational materials have been created to explain and illustrate the standards with regard to specific topics including living with historic buildings, windows, exterior materials, additions, garages and outbuildings.

2) A Legislative Amendment is defined in AMC 18.08.345 and is subject to the requirements for a Legislative Amendment described in AMC 18.108.170 as follows:

**SECTION 18.08.345 Legislative amendment.**

*An amendment to the text of the land use ordinance or the comprehensive plan or an amendment of the zoning map, comprehensive plan maps or other official maps including the street dedication map described in section 18.82.050, for land involving numerous parcels under diverse ownerships.*

**SECTION 18.108.170 Legislative Amendments.**

A. *It may be necessary from time to time to amend the text of the Land Use Ordinance or make other legislative amendments in order to conform with the comprehensive plan or to meet other changes in*

*circumstances and conditions. A legislative amendment is a legislative act solely within the authority of the Council.*

- B. A legislative amendment may be initiated by the Council, by the Commission, or by application of a property owner or resident of the City. The Commission shall conduct a public hearing on the proposed amendment at its earliest practicable meeting after it is submitted, and within thirty days after the hearing, recommend to the Council, approval, disapproval, or modification of the proposed amendment.*
- C. An application for amendment by a property owner or resident shall be filed with the Planning Department thirty days prior to the Commission meeting at which the proposal is to be first considered. The application shall be accompanied by the required fee.*
- D. Before taking final action on a proposed amendment, the Commission shall hold a public hearing. After receipt of the report on the amendment from the Commission, the Council shall hold a public hearing on the amendment. Notice of time and place of the public hearings and a brief description of the proposed amendment shall be given notice in a newspaper of general circulation in the City not less than ten days prior to the date of hearing.*
- E. No application of a property owner or resident for a legislative amendment shall be considered by the Commission within the twelve month period immediately following a previous denial of such request, except the Commission may permit a new application if, in the opinion of the Commission, new evidence or a change of circumstances warrant it.*

3) The Planning Commission, following proper public notice as required in AMC 18.108.170.D., held a public hearing on March 13, 2012 at which time testimony was received and exhibits were presented. Following the closing of the public hearing, the Planning Commission held their deliberations and recommended that the City Council approve the proposed amendments to the Definitions Chapter (AMC 18.08) and to the Site Design and Use Standards' Historic District Design Standards and Downtown Design Standards.

Now, therefore, the Planning Commission of the City of Ashland recommends as follows:

#### **SECTION 1. EXHIBITS**

For the purposes of reference to these Findings, the attached index of exhibits, data, and testimony will be used.

Staff Exhibits lettered with an "S"

Proponent's Exhibits, lettered with a "P"

Opponent's Exhibits, lettered with an "O"

Hearing Minutes, Notices, and Miscellaneous Exhibits lettered with an "M"

## SECTION 2. CONCLUSORY FINDINGS

2.1 The Planning Commission finds that it has received all information necessary to make a recommendation based on the Staff Report, public hearing testimony and the exhibits received.

2.2 The Planning Commission finds that the proposal for a Legislative Amendment to amend the Definitions Chapter (AMC 18.08) of the Ashland Land Use Ordinance by adding new sections 18.08.622 and 18.08.636 and to amend the Historic District Design Standards and Downtown Design Standards of the Site Design and Use Standards for greater clarity and consistency with the Secretary of the Interior's Standards for Rehabilitation meets all applicable criteria for the approval of Legislative Amendment as described in Chapter 18.108.170. The Planning Commission recommends approval of the ordinance amendments as proposed.

2.3 The Planning Commission finds that the Comprehensive Plan includes Policy I-7 which directs that, "The City shall develop and implement through law design guidelines for new development as well as for alteration of existing structures within the historic interest areas for structures and areas that are historically significant." The Commission further finds that the City's Site Design and Use Standards have included Historic District Design Standards to guide development in Ashland's four historic districts since their adoption in 1985.

The Planning Commission finds that Ashland's four existing historic districts are the Ashland Downtown District, the Siskiyou-Hargadine District, the Skidmore Academy District, and the Railroad Addition District. These districts were established by the city in 1982 with the adoption of the Comprehensive Plan, and each district was subsequently individually considered and ultimately listed on the National Register of Historic Places between 1998 and 2002. A map of these districts is provided as staff's "Exhibit D – Historic Districts Map." The Commission finds that the Site Design and Use Standards and the Historic District Design Standards found in Section IV thereof already apply within these districts for projects subject to Site Review or Conditional Use Permit, and further finds that the proposed revisions do not expand the applicability of the standards beyond those areas where they already apply but are instead intended to provide greater consistency both with accepted national standards and with other sections of the Site Design and Use Standards and Land Use Ordinance.

2.4 The Planning Commission finds that the Secretary of the Interior is responsible for establishing standards for all programs under the jurisdiction of the Department of the Interior and for advising agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places. The Secretary of the Interior's Standards for Rehabilitation were originally developed to determine the appropriateness of proposed project work on registered properties supported by federal grants. These standards address rehabilitation, the most typical treatment to historic buildings, which is defined therein as "*the act or process of making possible a compatible use for a property through repair, alterations and additions while preserving those portions or features which convey its historical, cultural or architectural values.*" As stated in the definition, the treatment of rehabilitation assumes that at

least some repair or alteration of the historic building will be needed to provide for efficient contemporary use; however, the standards seek to ensure that these repairs and alterations not damage or destroy materials, features or finishes that are important in defining a building's historic character.

The Commission finds that The Secretary of the Interior's Standards for Rehabilitation are intended to assist in the long-term preservation of historic materials and features, and as such pertain to historic buildings of all materials, construction types, sizes and occupancy and consider both the building site and the surrounding environment which provides its context. To be certified for federal tax purposes, a rehabilitation project must be found by the Secretary of the Interior to be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located. The Commission further finds that over the years since their creation, the Secretary's Standards have been used to determine if a rehabilitation project qualifies for federal tax incentives as well as to guide federal agencies in carrying out their responsibilities for properties in federal ownership or control. In addition, they have come to be used by state and local officials across the nation to review rehabilitation proposals and have been adopted by historic and planning commissions across the country.

The Planning Commission finds that the Oregon State Historic Preservation Office (SHPO) administers the Certified Local Government (CLG) program, which is a federal program to promote historic preservation at the local level. SHPO also assists property owners, local governments, and interested citizens in listing Oregon's most historically important resources on the federal National Register of Historic Places. As a Certified Local Government with four National Register-listed historic districts, there is an expectation that the city will support historic preservation programs with adequate funding, staff, and access, and ensure that ordinances and other legislation designed to protect historic cultural resources are enforced.

2.5 The Planning Commission finds that, as noted in the "Ashland Preservation Plan 2009-2018", some of the existing Historic District Design Standards from Section IV of the Site Design and Use Standards conflict with or contradict the Secretary of the Interior's Standards for Rehabilitation, and that this could be a potential problem for properties in the Oregon Special Assessment program as SHPO utilizes the Secretary of the Interior's Standards for Rehabilitation when evaluating projects. Any work that does not comply with the Secretary of the Interior's Standards for Rehabilitation could cause a property to be removed from the program. Here, the Commission notes as an example that existing standards IV-B-1, 3, 4 and 5 encourage new additions to match existing features as much as possible, which contradicts the Secretary of the Interior's Standard #9 which requires, "*The new work shall be differentiated from the old.*" Another example of a conflict is found in IV-B-3 requiring that roof ridge lines be extended where possible, which poses potential conflicts with the Secretary of the Interior's Standard #10 which requires, "*New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*"

The Commission accordingly finds it necessary and appropriate that the existing standards be amended to provide greater consistency with the Secretary of the Interior's Standards for Rehabilitation as a way to further protect the character and integrity of Ashland's four National Register-listed historic districts. To this end, the Commission finds that the addition of a new, twelfth standard to Section IV-B which states that, "*The latest version of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings shall be used in clarifying and determining whether the above standards are met,*" will allow the use the federal standards as a supporting reference for clarification when questions arise in the application of the Historic District Design Standards.

The Planning Commission finds that the addition of a new standard and illustration as IV-C-11 "Additions" which encourage additions that are visually unobtrusive and do not obscure or eliminate character defining features and discourage additions on the primary façade or any elevation that is visually prominent or which obscure or destroy character defining features is in keeping with the Secretary of the Interior's Standards for Rehabilitation which calls for addition to protect the historic integrity of both the historic property and its environment.

The Planning Commission finds that the addition of a new standard and illustration as IV-C-12 "Garage Placement" is appropriate and necessary. Development patterns in Ashland's historic districts in many cases pre-dated the automobile's current dominant role in modern life, and the placement of new garages behind primary historic buildings with access from a side street or alley rather than in front of the primary historic building is a key element in ensuring historically compatible development and preserving district character.

2.6 In addition to addressing consistency with the Secretary of the Interior's Standards for Rehabilitation, the Planning Commission finds that the proposed revisions include changes intended to provide greater clarity and internal consistency between the Historic District Design Standards and other city standards.

The Planning Commission finds that for the purposes of clarity in explaining the standards, the addition of shading in the illustrations is a simple and effective way to add emphasis to the points being made in each of the illustrated standards in Section IV-C.

The Planning Commission finds that within the Site Design and Use Standards, Section IV-C-1 of the Historic District Design Standards calls for buildings to be constructed to the height of existing historic buildings on and across the street while Section VI-A-1 of the Downtown Design Standards seeks buildings which vary in height to maintain the downtown's traditional staggered streetscape appearance. The Planning Commission finds that for the sake of internal consistency, the revisions proposed to Section IV-B have made clear that the rehabilitation and remodel standards are to apply primarily to the residential historic districts and to residential buildings in the downtown, and that the Downtown Design Standards are to take precedence for commercial development within the downtown overlay. In addition, the revisions include clarification in Section VI-A-1 making clear that the restoration of a historic façade line which

was not historically staggered would provide a basis for an exception to the standard calling for varying heights to maintain a generally staggered streetscape appearance.

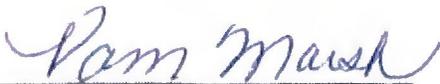
The Planning Commission further finds that the addition of definitions for "rehabilitation" and "restoration" to the Definitions Chapter (AMC 18.08) is necessary as the standards refer directly to rehabilitation and restoration and as such, their meanings should be clearly defined.

The Planning Commission finds that in past applications, it has at times been questioned how to address the area of transitions between zones as the current standards often seek compatibility with buildings in the vicinity when on occasion that vicinity may include other zoning districts, which are subject to different regulations and different development standards. For instance, it was questioned during the "Northlight" application at the corner of Lithia Way and First Street how to best address the transition between the subject property's C-1 Commercial zoning which was to be developed under Basic Commercial and Detail Site Review subject to both the Historic and Downtown Design Standards when the immediately adjacent property was residentially zoned R-2 property in the Railroad Addition along B Street. The Planning Commission finds that the proposed revisions to both Section IV-C and Section VI are intended to make clear that at the edges of zoning districts or overlays with differing regulations and standards, adjustments to building form, massing, height, scale, placement or architectural and material treatment may be considered as a means to address compatibility within the area of transition while not losing sight of the underlying zoning or applicable standards for the subject property.

2.7 The Planning Commission finds that the five proposed "Historic Building Briefs" which address "Living with Historic Buildings", "Windows", "Exterior Materials", "Additions" and "Garages and Outbuildings" provide issue-specific educational materials and guidance in support of the revised standards, and while these "Historic Building Briefs" are not to be codified they provide an appropriate mechanism to help explain the revised standards to homeowners, their designer professionals and contractors.

### SECTION 3. DECISION

3.1 Based on the record of the Public Hearing on this matter, the Planning Commission recommends approval of Planning Action #2011-01523.



Planning Commission Approval

April 10, 2012

Date



**HISTORIC DISTRICT DEVELOPMENT STANDARDS**  
**HISTORIC BUILDING BRIEF No. 1**

# Living with Historic Buildings

**Introduction**

- Historic preservation is a tool to enhance neighborhood livability, quality of life, civic pride - it also has economic rewards.
- Good preservation results in higher property values, helps to stabilize neighborhoods, and creates a skilled labor force.
- Preservation is good sustainable practice – like recycling – it minimizes waste and environmental degradation by retaining existing buildings, materials and infrastructure.



**Ashland’s History**

- Sited on the Applegate Trail which carried pioneers from California to Oregon Territory.
- First settlers used Ashland Creek to power a saw mill and flour mill.
- Primarily a farming community in early years, until railroad development in 1880s which led to new industries & significant population growth.
- Growth was steady through the 1920s when Southern Pacific rerouted the railroad. That action and the Great Depression curtailed growth, thus the majority of Ashland’s historic buildings date to the 1880s to 1920s.

**Historic Registers**

- Ashland has four historic districts, which are regulated locally, and each is also listed on the National Register of Historic Places.
- Applicable regulations within a district depend on property zoning, use and status (*historic, contributing, individually listed, etc.*)
- The city maintains detailed information on the historic significance of properties in each district; this can be viewed at the city’s Planning Department.
- Individual properties are classified as resource by their historic integrity and contribution to the character of the district. Some property owners also pursue special assessment tax benefits by having their properties individually listed. Currently 24 properties use this tax benefit.

<i>Ashland’s Historic Districts</i>	<i>Total Properties</i>	<i>Number Contributing</i>
Downtown	100	73
Railroad Addition	371	256
Siskiyou-Hargadine	460	274
Skidmore Academy	484	300

**Local Requirements**

- Ashland is a certified local government (CLG) because it has adopted goals and regulations for historic preservation that meet state standards. Ashland’s comprehensive plan and municipal code establish goals and regulations for the preservation of resources in its historic districts.
- The Historic Commission is a nine-member, advisory body that meets monthly. A three-member subset of the Commission meets weekly by appointment on Thursday afternoons to review historic district building permits, and can also help to provide feedback on proposals.
- Expedited building permits for small residential rehabilitations and additions are available on Thursdays. A city planner and Building Department plans examiner are available from 8:30 to 11:30

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This project is supported in part by a grant from the Oregon State Historic Preservation Office, Oregon Parks & Recreation Department, funded by the National Park Service through the National Historic Preservation Act.

## Living with Historic Buildings

a.m. Permits are reviewed by the Historic Commission's Review Board in the afternoon and are typically ready to issue the next day.

- Generally speaking, exterior changes requiring building permits for contributing commercial properties or for individually listed residential properties require separate land use approval, with review by the full Historic and/or Planning Commissions prior to obtaining building permits.
- Land use approval entails review for compliance with the city's *Site Design & Use Standards Handbook* and *The Secretary of the Interior's Standards for Rehabilitation*. These preservation standards ensure changes to historic properties are consistent with the spirit and character of the historic property and district while also meeting community, owner and resident needs.
- Demolition of buildings 45 or more years old is carefully regulated. Approval requires a demonstration that rehabilitation or re-use is not feasible or that the structure is unsound. Land use approval for a replacement structure must also be obtained prior to demolition.

### Building Maintenance

- Historic houses need a maintenance plan.
- Roofs are highest priority. Keep excess moss and leaf debris removed, and gutters clean. Replace roofing material before it is so deteriorated that leaking occurs.
- Windows and doors are second priority. They should work properly, be as airtight as possible, and should only be replaced if they can't be repaired.
- Exterior paint is critical to extending the life of a building. A regular plan for repainting should be implemented. Small sections can be done every year to limit expense. Adequate cleaning is required before repainting.

### Tips for Owners of Historic Houses

- Historic houses tend to function differently than new ones. They were designed to allow for natural light and fresh air, not to be hermetically sealed. It is important to use these features rather than trying to correct them, otherwise owners may be dissatisfied.
- Every historic building has eccentricities - windows are difficult to open; floors creak; cracks are signs of long life, not a flaw to be repaired. While most of these can be corrected, if they aren't causing problems with everyday life, it's best to let them contribute to a building's character.

### Additional Reading

- Map of Ashland's historic districts, <http://www.ashland.or.us/Files/Local%20and%20National%20Historic%20Dist%20Overview.pdf>
- Ashland Site Design and Use Standards, [http://www.ashland.or.us/Files/SiteDesign-UseStandards\\_2011.pdf](http://www.ashland.or.us/Files/SiteDesign-UseStandards_2011.pdf)
- Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Buildings, [http://www.cr.nps.gov/hps/tps/standguide/rehab/rehab\\_approach.htm](http://www.cr.nps.gov/hps/tps/standguide/rehab/rehab_approach.htm)
- National Park Service Preservation Brief No. 47: Maintaining the Exteriors of Small and Medium Size Historic Buildings, [www.cr.nps.gov/hps/tps/briefs/brief47.pdf](http://www.cr.nps.gov/hps/tps/briefs/brief47.pdf)
- Oregon Historic Sites Database, statewide list of properties meeting minimal criteria, [http://heritagedata.prd.state.or.us/historic/index.cfm?do=v.dsp\\_main](http://heritagedata.prd.state.or.us/historic/index.cfm?do=v.dsp_main)

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First in a series of educational briefs to encourage successful rehabilitation of Ashland's historic buildings. For additional briefs contact:



## HISTORIC DISTRICT DEVELOPMENT STANDARDS HISTORIC BUILDING BRIEF No. 2

# Windows

### General Guidelines

- Retain and repair whenever possible; replace original windows only when too deteriorated to repair.
- For best energy efficiency, weather-strip windows and use storm windows.
- Ultimate goal is sustainability and stewardship of historic components and materials.

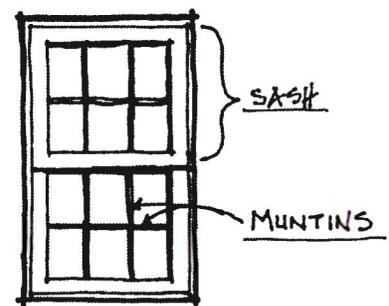
### History

- Windows are an important character defining feature of a building.
- Large sheets of glass were expensive to produce, so early windows had small panes separated by wood muntins; over time larger panes were used.
- Ultimately, number and arrangement of panes became the overriding design element.
- Originally constructed of wood because it was readily available and easy to work.
- Most early windows were double-hung and were oriented vertically to allow for good light and ventilation - hot air would escape out the top and cooler air would flow in the bottom. They often appear in pairs or triplets to increase overall window size.
- Windows were set into walls to decrease potential for water infiltration and to allow space for operating mechanisms, usually ropes and pulleys.



### Repair and Maintenance

- Properly maintained wood windows have greatly extended service and contribute to a building's historic character; it is not unusual for them to work for 150 years or more.
- Repairs can be labor intensive, but are typically not complicated.
- If considering replacement, think twice; money is often better spent on repairing existing windows.
- Badly deteriorated windows can be restored by applying consolidants or wood putties to split, checked or rotting wood.
- Windows that cannot be stabilized may require replacing parts of the original window.



### Replacement Windows

- Replacement of original windows is a last resort after all repair possibilities have been explored.
- If windows are missing or not reparable, match replacements as closely as possible in terms of size, materials, profile and pane configuration.
- If replacing windows with muntins, use either an external muntin or true divided light window. These muntins are often much wider and flatter than the originals so they change the look and reduce glass coverage.
- Avoid internal or "between the glass" muntins – they don't create a sense of depth like the original window, resulting in a "fake" appearance.
- Replacement windows have a much shorter life span than original windows and may require replacement in just a few years, often before installation cost is recovered in energy savings.

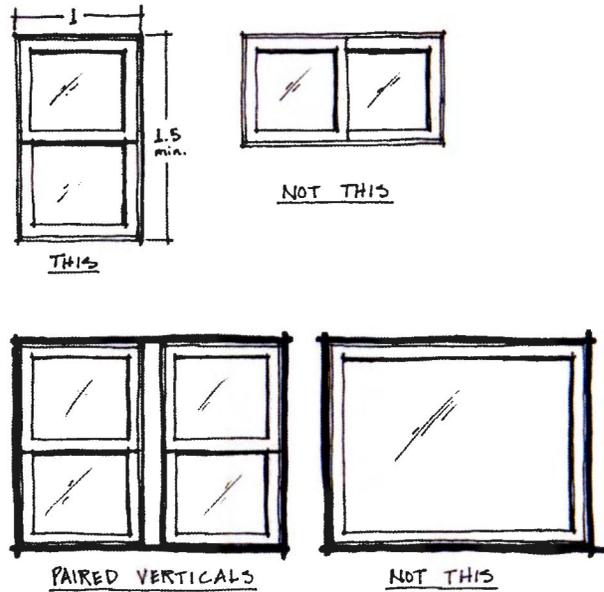
This project is supported in part by a grant from the Oregon State Historic Preservation Office, Oregon Parks & Recreation Department, funded by the National Park Service through the National Historic Preservation Act.

## Windows

- Vinyl windows don't fit with historic buildings; they can't be worked like wood; they can't be painted so they are often stark white, a color not usually found on historic buildings; they yellow, crack, and shrink over time due to ultraviolet light exposure.

### Windows in Additions

- Use wood, aluminum clad wood or fiberglass.
- They should be single/double-hung sash or casement in operation.
- Line up together, generally at the top of the opening, for each story of a building.
- Orientation should be vertical, that is, taller than they are wide, with a minimum ratio vertically to horizontally of 1.5 to 1. If a wider opening is preferred, pairs of vertical windows should be used.
- Have a 1/1 light configuration, as large areas of glazing are readily available, so muntins are not needed.
- They should be surrounded by exterior trim on the top and sides, with trim at least four inches wide.
- Inset a minimum depth of two inches from the finished exterior wall.



### Energy Efficiency

- Most heat is lost because of air infiltration between the window sash and the frame, not through the glass. Despite widespread misconceptions, replacing old windows with new, double-glazed windows will not save money, will not significantly increase the energy efficiency of a house, and will probably cost more in the long term.
- Appropriate weather-stripping, insulating the window frame cavity and installing sash locks will significantly reduce air infiltration.
- Exterior storm windows should be considered as thermally efficient, cost-effective and reversible solutions for historic buildings, as they allow for the retention of original windows.
- Interior storm windows can work, but there is potential for condensation damage.
- Storm windows should be the same size as the underlying window. Matte finish anodized or coated frames are best, preferably coated or painted to match the existing color of the windows.
- "Mill aluminum" (shiny) windows should not be used.

### Additional Reading

- National Park Service Preservation Briefs:
  - No. 3: Conserving Energy in Historic Buildings [www.nps.gov/hps/tps/briefs/brief03.htm](http://www.nps.gov/hps/tps/briefs/brief03.htm)
  - No. 9: The Repair of Historic Wooden Windows [www.nps.gov/hps/tps/briefs/brief09.htm](http://www.nps.gov/hps/tps/briefs/brief09.htm)
- Window Preservation Guidance, Washington Department of Archaeology and Historic Preservation, <http://www.dahp.wa.gov/window-preservation-guidance>
- The Real Cost of Removing Historic Windows, <http://www.apti.org/publications/Past-Bulletin-Articles/Sedovic-36-4.pdf>

Second in a series of educational briefs to encourage successful rehabilitation of Ashland's historic buildings. For additional briefs contact:

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## Exterior Materials



### General Guidelines

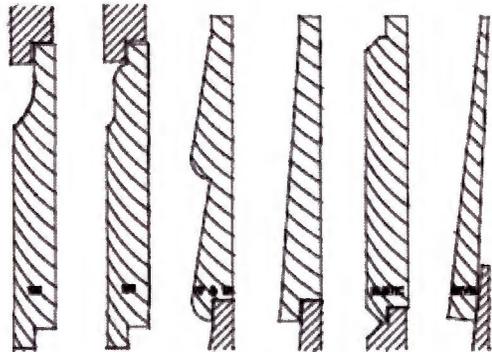
- Properly maintained, wood siding outperforms wood substitutes and is the best choice.
- Cement fiber planks are a good choice for new additions or construction.
- Paint and most roofing materials are intended to be replaced periodically and therefore more flexibility can be given for substitute colors and materials.

### History

- Horizontal wood siding and shingles were the most common exterior wall materials.
- Wood was used because of its abundance in the region and ease of shaping.
- The first wood siding was split clapboards, then sawn clapboards. By the early 1900s various patterns were made in a variety of profiles often called drop, rustic, or novelty siding.
- Several Victorian-era architectural styles used wood shingles sawn in various patterns such as octagonal and diamond patterns.
- Mineral fiber (asbestos) shingles were common in the 1930s and 40s and were a fairly durable, maintenance free siding.

### Siding Types

- Wood siding, both historically and today, is typically made from cedar or fir and installed with common nails. It is the most durable siding – color is easily changed; blemishes can be sanded or filled.
- Brick should not be painted.
- Mineral fiber shingles can be painted but break easily.
- Installation of vinyl, metal or mineral fiber siding often requires removal of original decorative elements such as cornices, brackets, and window trim.
- Vinyl and metal is the least flexible material. It cannot be repaired, painted or replaced in small sections. Vinyl warps and cracks over time. Metal easily shows imprint from tossed baseballs or lawn mower rocks.
- Cement fiber siding products are durable, can be painted and often mimic original wood siding. If used, smooth-faced planks are most compatible with historic buildings. Wood-textured planks or panels do not mimic historic wood siding as it was always milled smooth. Large panels of fiber siding do not have adequate shadow lines and leave inappropriate joint lines.



### Maintenance

- Check regularly for loose bricks or deteriorated mortar – tuck pointing may be required.
- Previously unpainted brick should not be painted, it encourages deterioration and hides subtle color and texture differences. If brick has been painted, the best color choice for repainting is one that matches original color of the brick.

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## Exterior Materials

- Maintain regular paint schedule and replace damaged or rotten boards as soon as discovered. Flaking or badly adhered paint should be removed. Oil-based primers are best for old wood.
- Appropriate methods for paint removal are scraping, sanding, thermal and mild chemical strippers.
- Inappropriate methods are sandblasting, high pressure power washing, blow torch, or abrasive cleaning and stripping. These usually cause permanent damage to siding materials.
- Vinyl and metal siding often traps moisture resulting in hidden damage to walls. If vinyl or metal is damaged it usually requires replacement of entire wall and occasionally entire building.

### Paint Colors

- Italianate and Queen Anne style houses were typically painted in multi-color schemes in deep rich hues. Three to four colors were used, sometimes with each floor or material a different color. The base was usually darkest, with lighter colors on top. Window sash were often black or dark red.
- Colonial Revival houses were typically light color (gray, yellow or tan) trimmed with white or cream. Window sashes were often painted black or dark green.
- Craftsman houses were usually painted in warm, rich earth tones. Wood siding or shingles were often stained dark brown or green. Trim was lighter, often ivory, tan or cream. Window sashes varied greatly, and were red, black or the trim color.
- Tudor/Mission/Spanish Revival houses had light walls with contrasting trim colors and red tile for Mission and Spanish Revival roofs.
- Historic paint colors should be documented through paint analysis if possible.

### Roofing

- Most houses were originally roofed with wood shakes/shingles from old-growth trees and lasted many years. Modern shakes/shingles have much shorter life span.
- City does not allow wood shakes/shingles due to fire danger in region.
- Slate shingles are durable and have a long life span, but were not commonly used during historic period. Should only be used on buildings that had them historically.
- High style metal shingles and standing seam roofs are durable and have long life span, but were also not commonly used historically. Corrugated metal panels were common on outbuildings beginning in 1920s. They're utilitarian and should be used on secondary buildings.
- Standing seam metal roofs are not appropriate. The minimal texture and bright colors look out of place in historic neighborhoods.
- Asphalt or composition shingles became common in the 1930s. Modern, architectural style asphalt shingles are better solutions in historic districts than the flat, three tab shingles, as they more closely mimic historic wood shakes/shingles.

### Additional Reading

- National Park Service Preservation Briefs
  - No. 8: Aluminum/Vinyl Siding on Historic Buildings, [www.nps.gov/hps/tps/briefs/brief08.htm](http://www.nps.gov/hps/tps/briefs/brief08.htm)
  - No. 10: Exterior Paint Problems on Woodwork, [www.nps.gov/hps/tps/briefs/brief10.htm](http://www.nps.gov/hps/tps/briefs/brief10.htm)
- Wood Guidelines, [http://www.nps.gov/hps/tps/standguide/restore/restore\\_wood.htm](http://www.nps.gov/hps/tps/standguide/restore/restore_wood.htm)
- Siding Profiles, <http://www.wvpa.org/patterns/sections/g16.pdf>

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## Additions

### General Guidelines

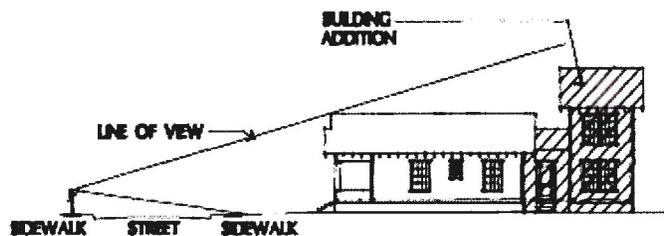
- Preserve historic features and materials of the original building.
- Design additions so that it is clear it is an addition and not part of the original building.
- Design additions so that they are compatible with the original building.

### History

- Most historic buildings are compilations of multiple additions over time. Families grew and added new bedrooms or bathrooms, or businesses needed more floor space.
- Additions have always been placed to the rear or less prominent side.
- Garages started as separate buildings but were incorporated beginning in the 1920s. Often placed on the side of houses; in hilly locations they were often tucked underneath.
- Additions that are historic should be kept.

### Placement and Size

- Locate on an inconspicuous side or rear.
- Additions should not be placed on the front nor a prominent side visible from a public right of way.
- Must meet current Ashland codes on setback and lot coverage ratios.
- Generally, one and two story historic buildings should not get an additional floor as it changes the character of the building and street.
- When used, additional floors should be set back from the front and any prominent side. The rule of thumb is that a new upper floor should not be visible from ground level across the street.
- Additions should not overpower the original structure. If a larger addition is planned it should be broken up into smaller segments so that the original building is dominant.



### Should you match the style of the original building?

- An addition should be compatible, but shouldn't exactly match the original. It's important to be able to identify the historic building, and for the addition to be secondary.
- Similar materials, similar building elements, or similar sizes most often make an addition compatible. But simplification is important so that the historic building plays the prominent role.
- Connections between new and old should be clearly discernible. This can be achieved by setting the new wall plane back from the old or using a transparent connector space between the two.
- Compatibility with the existing historic district and streetscape, not just the historic building, is also critical.

## Additions

- Additions should reflect the overall massing, roof shape, bay spacing, cornice lines and building materials.



*Successful addition form*



*Non-compatible addition form*

### **Tips for a successful addition**

- Limit the size of the connection between the old and new. This reduces the amount of historic material lost and clearly distinguishes between the old building and the new addition. Utilize existing doors or enlarge windows to make the connections.
- Avoid designs that unify the original and the addition as a single architectural whole (see illustration to right).
- Take design cues for the new addition from the original building, but don't copy it.
- Use new building materials in the same color range as the original.
- Base the size, rhythm and alignment of the new addition's window and door openings on those of the original building.
- Minimize loss of historic fabric from the original building.

### **Additional Reading**

- National Park Service Preservation Brief No. 14: New Exterior Additions to Historic Buildings: Preservation Concerns, [www.nps.gov/hps/tps/briefs/brief14.htm](http://www.nps.gov/hps/tps/briefs/brief14.htm)
- National Park Service "The Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Buildings", [http://www.cr.nps.gov/hps/tps/standguide/rehab/rehab\\_approach.htm](http://www.cr.nps.gov/hps/tps/standguide/rehab/rehab_approach.htm)
- District of Columbia Historic Preservation Guidelines; Additions to Historic Buildings, <http://www.chrs.org/documents/HPO%20docs/Additions.pdf>
- Bennington, Vermont Preservation Guidelines: Additions, [http://www.bennington.com/hpc/pdfs/Time\\_and\\_Place/additions.pdf](http://www.bennington.com/hpc/pdfs/Time_and_Place/additions.pdf)

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Exhibit F Page 8 of 10



## Garages/Outbuildings

### General Guidelines

- Retain and preserve historic garages and outbuildings whenever possible.
- New buildings should not visually detract from the main house.
- New buildings should be placed behind the front line of main house.
- Single-width garage doors maintain the character of historic neighborhoods. Multiple garage doors detract from historic character.



### History

- Garages originally were separate buildings placed behind the house, often accessed from alleys.
- Began to be incorporated into houses in 1920s. Usually placed on side of house, in hilly locations they were often tucked underneath.
- Doors were usually swinging doors, one car width wide.



*Early 20<sup>th</sup> century single garage tucked underneath*

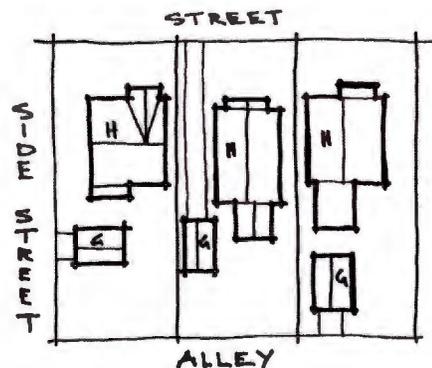


*Late 20<sup>th</sup> century double garage pulled toward street*

- Garages in Ranch Style houses were under the same roof as main house and often placed in front.
- By 1970s, garages were one of most prominent features of a house. Typically placed closer to street, and with wider doors than earlier examples.
- Other types of historic outbuildings include sheds for storing garden/farm equipment, wood sheds, pump houses, spring houses and outhouses.

### Placement and Size of New Garages/Outbuildings

- Locate as inconspicuously as possible on side or rear of main house. Preferably placed behind rear line of main house.
- Must meet current City codes on setback and lot coverage ratios.



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## Garages/Outbuildings

- Utilize smaller footprints than main house and limit to one-story in height.
- Follow historic setback patterns of other garages and outbuildings on street or in district.
- Locate sheds and gazebos in rear yards.
- Screen from public view with landscaping.

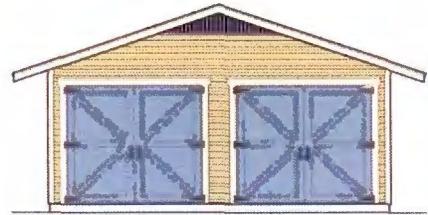


### Should outbuildings match style of main house?

- Design of new buildings should be secondary to and simpler than that of main house.
- Materials should reflect the use and function of building, not that of main house.
- Compatibility with historic district and streetscape, not just main house, is important.
- Use roof form that compliments main house in shape and pitch.
- Metal, plastic, vinyl or canvas prefabricated outbuildings or carports are inappropriate.

### Garage Doors

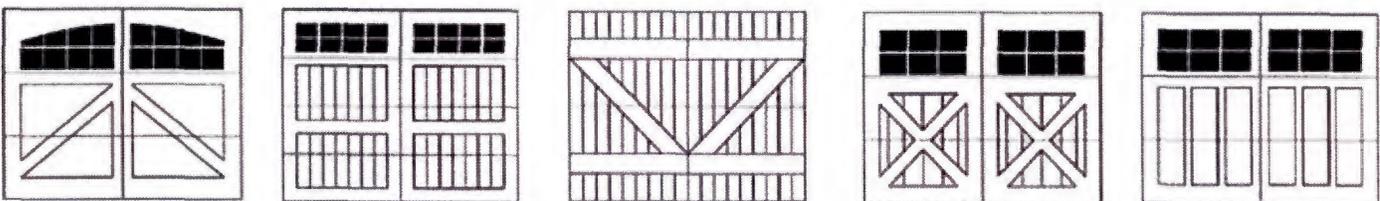
- Paint to complement garage.
- Use single width doors. If two-car garage is desired, use separate single-width doors for each bay.
- Metal doors are not appropriate, but if used they should be painted.
- Overhead wood doors that reflect the character of historic swinging doors are good options.
- If doors are highly visible from a public street, wood paneled doors are preferred.



### Additional Reading

- National Park Service Preservation Brief No. 14: New Exterior Additions to Historic Buildings: Preservation Concerns, [www.nps.gov/hps/tps/briefs/brief14.htm](http://www.nps.gov/hps/tps/briefs/brief14.htm)
- National Park Service "The Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Buildings", [http://www.cr.nps.gov/hps/tps/standguide/rehab/rehab\\_approach.htm](http://www.cr.nps.gov/hps/tps/standguide/rehab/rehab_approach.htm)

Some examples of period garage door styles



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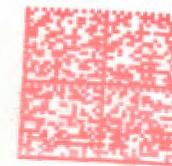
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