



CITY OF SAUSALITO PLANNING DIVISION MEMORANDUM

Date: October 13, 2010
To: Historic Landmarks Board (HLB)
From: Heidi Burns, Associate Planner
Subject: **HLB Historic Design Guidelines**

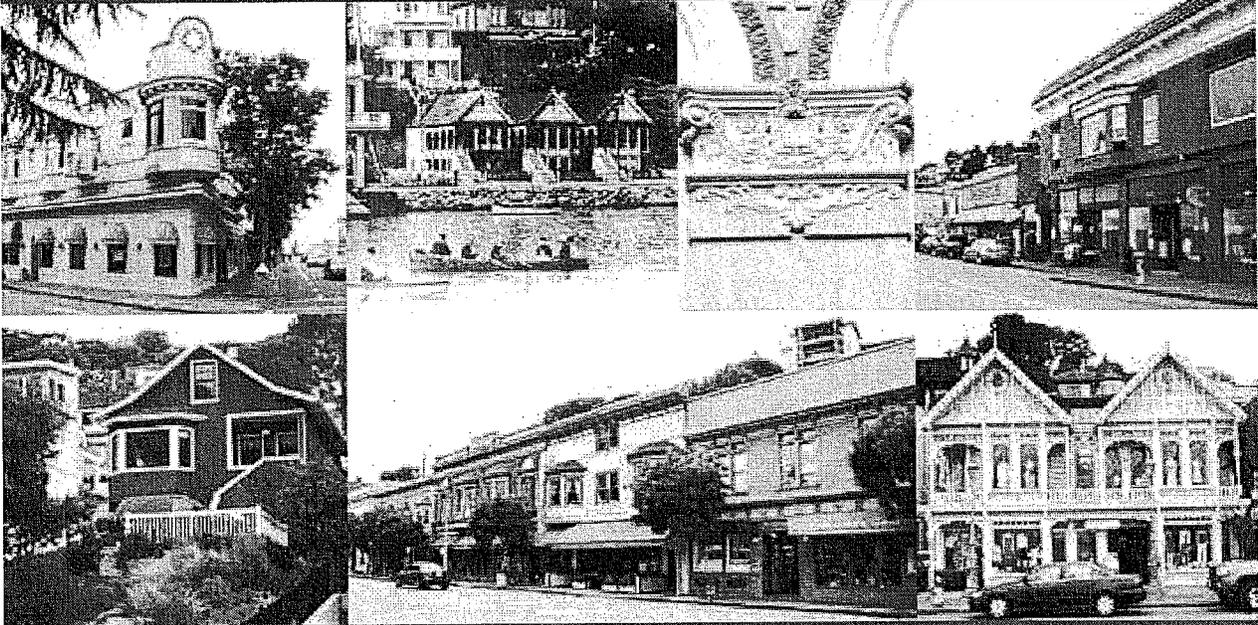
The City Council, at its September 28, 2010 meeting, directed staff to forward another copy of the revised Administrative Draft of the Historic Design Guidelines to the Historic Landmarks Board for one more cursory review of the Guidelines prior to forwarding all comments regarding the Guidelines to the consultant.

The Planning Staff has incorporated the Historic Landmarks Board comments made at the September 8, 2010 meeting. Accordingly, staff is requesting the Historic Landmarks Board be prepared to provide any comments regarding the Guidelines. The purpose and intent of the Guidelines is to provide the following:

- ✓ Provide a specific set of policies regarding the preservation and development of properties that are located within the Historic Overlay District, the Residential Arks Zoning District, and properties listed on the Local Register.
- ✓ Assist owners with recommended approaches to additions, alterations, and design for new construction for the Historic Overlay District, the Residential Arks Zoning District, and the individual buildings listed on the Local Register.
- ✓ Assist the Community Development Department, the Historic Landmarks Board, the Zoning Administrator, the Planning Commission, and the City Council in the review of changes to properties within the Historic Overlay District, Residential Arks Zoning District, and properties listed on the Local Register.

When reviewing the Guidelines, please look for clarity and understanding with regards to content, as well as formatting.

Historic Design Guidelines



Administrative
DRAFT 8.4.10

Revised
HLB Endorsed
DRAFT

9.20.10

City of Sausalito
Draft 2: April 16, 2010

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Credits

City of Sausalito Community Development Department

Names forthcoming.

Historic Landmarks Board

Names forthcoming.

Special Thanks to:

A special thank you to all the residents, property owners, tenants and interested persons who participated in the workshops and public hearings during the design guidelines process.

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REVISED TABLE OF CONTENTS 9-9-10

Abridged Version...final needs to be detailed and include page numbers

- Chapter I. Using the Design Guidelines
 - A. Work Subject to Historic Design Review
 - B. Planning a Preservation Project
 - C. Choosing a Treatment Strategy for Individual Building Components
 - D. Applying Flexibility in the Treatment of Historic Structures
 - E. Component of a Design Guideline

- Chapter II. Treatment of Historic Structures
 - A. General Approach
 - B. Building Maintenance
 - C. General Principles and Character Defining Features by Building Type
 - D. Treatment of Character Defining Features
 - E. Special Considerations
 - F. Landscape Features

- Chapter III. Treatment of Special Features
 - A. Views
 - B. Connectivity
 - C. Topography
 - D. Public Amenity Space
 - E. Outdoor Site Amenities
 - F. Public Art
 - G. Surface Parking
 - H. Buffers
 - I. Site Lighting
 - J. Service Areas
 - K. Mechanical Equipment
 - L. Awnings and Canopies
 - M. Signs

- Chapter IV. New and Infill Construction
 - A. General Principles for new Construction
 - B. Commercial Buildings
 - C. Residential Buildings

- Chapter V. Historic Overlay District

- Appendix
 - A. Historic Overview

- B. General Principles of Historic Preservation
- C. Benefits of Historic Preservation
- D. Financial Incentives for Historic Preservation
- E. Resources
- F. Architectural Styles
- G. Glossary

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DRAFT CHAPTER 1

I. Using the Historic Design Guidelines

The preservation of the City's historic fabric is a continuing concern in the face of growth and development. The City of Sausalito, with its Historic Overlay District, Local Register, and residential arks located in the Residential Arks (R-A) Zoning District, has the ability to provide a means of achieving policies for rehabilitation, new construction, and streetscape improvements within the City limits with the establishment and implementation of Historic Design Guidelines.

The purpose of the Historic Design Guidelines is to establish an explicit, formal City policy for the preservation of the architectural heritage and integrity of the City's historic resources. The Historic Design Guidelines offer a specific set of policies and standards which will ensure that necessary changes to the built environment will be sensitive to its architectural legacy.

The Historic Design Guidelines apply to all structures in the Historic Overlay District, a site located in the Historic Overlay District, a historic building or site listed on the Local Register, and residential arks located in the Residential Arks Zoning District. Different chapters will apply depending upon the type of project (see below table). Those properties located in the Historic Overlay District or listed on the Local Register are determined to have historic significance will have guidelines for preservation along with other general standards. More general guidelines for compatibility apply to new construction within the Historic Overlay District. In addition, some guidelines vary by building type. For example, those for commercial buildings are different from those for residences.

The following table summarizes the types of properties and projects that are subject to Historic Design Review and identifies the chapters in this document to be referenced:

	Chapter 3 Treatment of Historic Structures	Chapter 4 Treatment of Special Features	Chapter 5 New and Infill Construction	Chapter 6 Historic Overlay District
Perform work within the Historic Overlay District	X	X	X	X
Perform work on a property listed on the Local Register	X	X		X If property is located in the Historic Overlay District
Perform work within the Residential Arks Zoning District	X	X	X	
New Construction in the Historic Overlay District			X	X



A. Work Subject to Historic Design Review

All proposed rehabilitation, additions, demolition to existing structures and sites, and new construction within the Historic Overlay District, the Residential Arks Zoning District, and properties listed on the Local Register. To better understand the terminology used, the following are brief definitions of the different property types addressed in the Historic Design Guidelines:

- ✓ **Historic Overlay District**
The City's Historic Overlay District was established in 1981 and reestablished in 2003 with the purpose of promoting the conservation, preservation, and enhancement of the historically significant structures and sites that form an important link to Sausalito's past. More information regarding the regulations of the Historic Overlay District can be found in Chapter 10.28 and Chapter 10.46 of the Zoning Ordinance.
- ✓ **Residential Ark Zoning District**
The Residential Ark Zoning District was established to promote and encourage traditional pre-1963 single family arks. The Zoning District encourages arks' maintenance, restoration and preservation in a manner compatible with surrounding marine and commercial uses.
- ✓ **Local Register**
The Local Register is a listing of properties the City Council has determined to be historically significant. In general, these are properties that are at least 50 years old, although exceptions exist when a more recent property clearly has historic value.
- ✓ **Non-Historic Properties**
Non-historic properties are those properties that are not unique and possess no historic value.

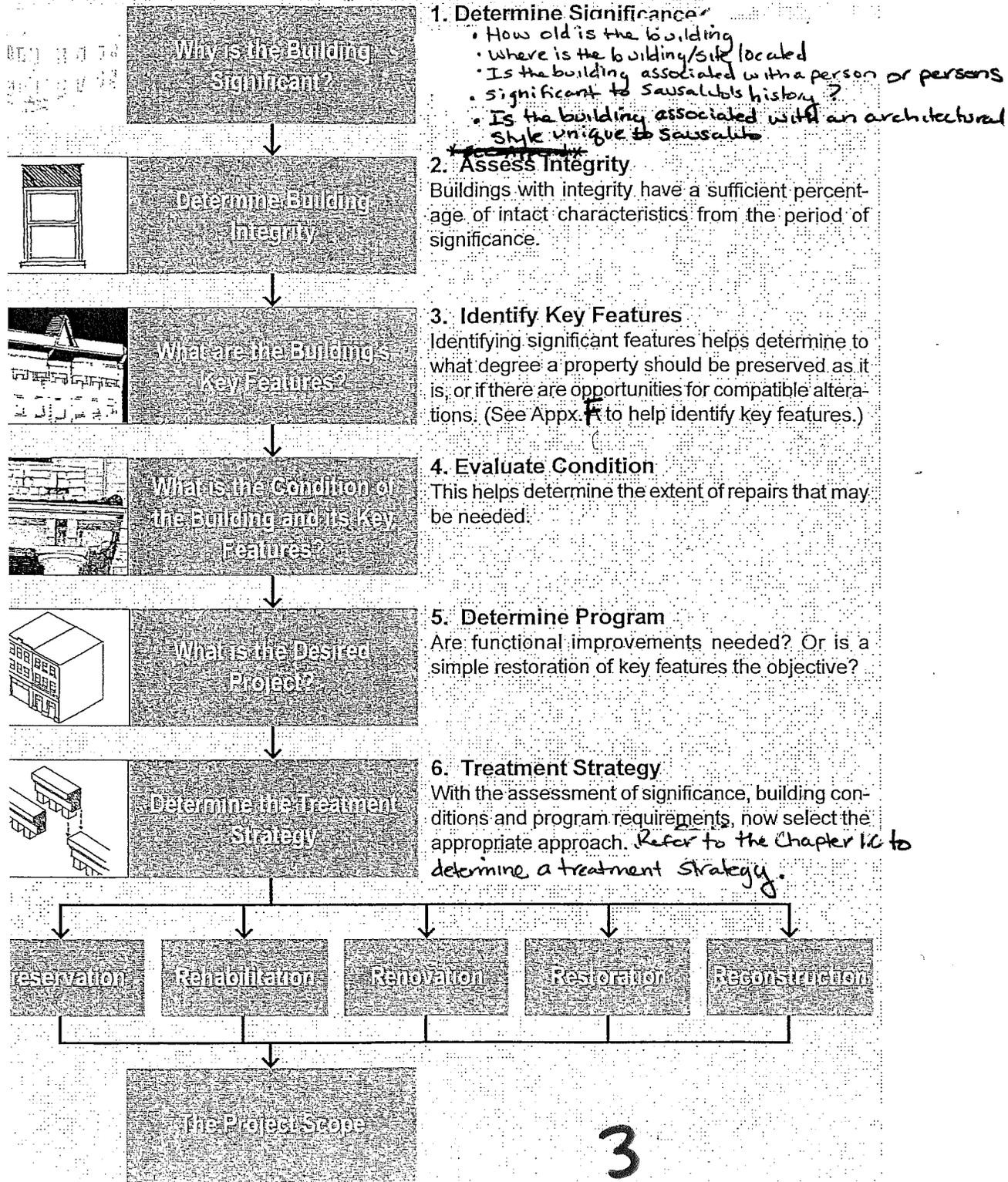
B. Planning a Preservation Project

When planning a preservation project, it is important to determine the significance of the property and the degree to which it retains its integrity as a historic resource. Then, a specific approach to the overall treatment of the property should be established. This may include keeping the building in its current character, while making appropriate repairs, or also incorporating new, compatible changes. It is then important to determine how surviving historic features will be treated. This may include preserving those features that remain intact, repairing those that are deteriorated and replacing others. These steps in planning a preservation project are presented in this section, and illustrated in the following table.

(Expanded Decision Tree to include the below information)

Dec. Tree - Winter: CO.

Stone Building Treatments Decision Tree





- C. Choosing a Treatment Strategy for Individual Building Components
- D. Applying Flexibility in the Treatment of Historic Structures
- E. Components of a Design Guideline

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Determining How to Treat a Key Feature of a Historic Resource

Option 1:

Preserve

Option 2:

Repair

Option 3:

Replace

Option 4:

Reconstruct

Option 5:

Make Compatible Alterations

E. Choosing a Treatment Strategy for Individual Building Components

Selecting an appropriate treatment for specific building components of contributing properties will provide for proper preservation of significant features. The preservation method that requires the least intervention is preferred. By following this tenet, the highest degree of integrity will be maintained for the property. The following treatment options are presented in order of preference. When making a selection, follow this sequence:

Option 1: Preserve

If a feature is intact and in good condition, maintain it as such.

Option 2: Repair

If the feature is deteriorated or damaged, repair it to its original condition.

Option 3: Replace

If it is not feasible to repair the feature, then replace it with one that is the same or similar in character (e.g., materials, detail, finish) to the original one. Replace only that portion which is beyond repair.

Option 4: Reconstruct

If the feature is missing entirely, reconstruct it from appropriate evidence.

Option 5: Compatible Alteration

If a new feature or addition is necessary, design it in such a way as to minimize the impact on original features. It is also important to distinguish new features from original historic elements.

Replacing or Reconstructing Historic Features

When a historic building component must be replaced, how accurate should the replacement be? There are two options:

Option A: Reconstruct the historic design.

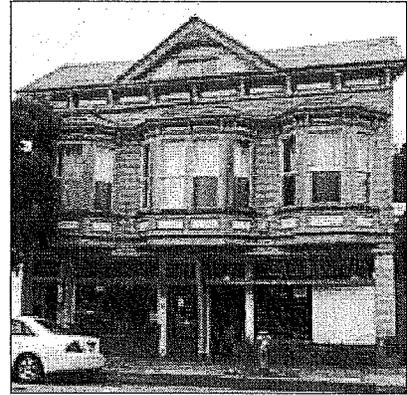
- In this approach, the replacement is constructed with materials, finishes and details that are similar to that which existed historically.

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Option B: Replace feature with a contemporary but compatible new one.

- Replacing the missing feature with a contemporary but compatible one is also an option. This approach uses a modern interpretation of the building element. Historic details would not be copied literally yet the design would reflect the general form and character of the original.



Choosing a Treatment Option

There are three main criteria to determine which option (A or B) is appropriate for the replacement of deteriorated, non-historic alterations or missing historic features on historic buildings:

First: What is the significance of the building?

- If the building has a high level of significance, then reconstruction is preferred. If the building is contributing to the historic sense of the street but is not landmark quality, then more flexibility may be allowed. Replacing the feature using Option A or B can be considered.

Second: To what degree has the building retained its historic integrity and how important is the feature in conveying the historic character of the building?

- If the building retains a high degree of integrity and the missing feature is important to the building's character, then it should be reconstructed. If the building has been substantially altered, then both Options A and B can be considered.

Third: What is the quality of information about the historic feature of the building?

- There may not be sufficient information available about the historic feature to be confident that it can be replaced accurately. Generally, there are three types of information that might be available about the historic feature: pictures or architectural plans of the actual features, existing remnants of the historic features (including marks on the building showing the outline of the feature), or examples of comparable features on existing buildings that were built at the same time and of the same general design. If pictures, plans or remnants exist, then Option A is preferred. If they don't, Option B may be considered.



ES **D**

Applying Flexibility in the Treatment of Historic Structures

Although retaining as much of a building's original fabric is a key principle for historic properties, there are times when some degree of flexibility in making alterations may be considered, especially when it will help sustain the property. Retrofit for seismic improvement is an example. There are places on a building where an alteration will be less visible and, because of the nature of the resource, a moderate change can occur while still preserving the property's integrity. Such decisions are based on the significance of the property, its location, and how the alteration will affect the integrity of the structure. How the change will affect the overall character of the district should also be considered.

These are the factors that the city will review in such situations:

1. How significant is the property?

If the resource is one that is individually eligible for landmark designation, a higher degree of preservation is expected, even on secondary walls. In these cases, one's ability to interpret the historic character, even of parts of the building that might be considered "secondary," is important.

In contrast, a modest change on a secondary wall of building that is rated a "contributor" may be considered where it does not substantially affect the integrity of the property or character of the Historic District.

2. How will the change be viewed?

In some locations, a contributor may be sited such that a modest change to the rear will not be visible from other properties or the public way, and therefore the overall character of the Historic District will not be substantially affected. A house that is tucked into a hillside cut, and is not visible from above, is an example.

Example: Alternatives for Windows

Original windows should be repaired, rather than replaced, but in a secondary location and under the circumstances outlined in the preceding questions, there may be a case where replacing an original is appropriate. For example, if an original window is missing on a highly visible wall, and a replacement is needed, it may be preferable to relocate an original from the rear to that location and then install a new window in the more subordinate position. This also may afford a change in the number of windows on a secondary elevation. The following outlines treatment priorities and levels of flexibility for windows in the various locations illustrated on this page.

Location A: Windows on Primary Facade

- Preservation and repair in place is the priority.
- This is especially important at the street level and in locations where the window is highly visible.

Location B: Highly visible Secondary Facade

- Preservation and repair in place is the priority.
- Some flexibility may be considered on upper facades.

Location C: Not highly visible Secondary Facade

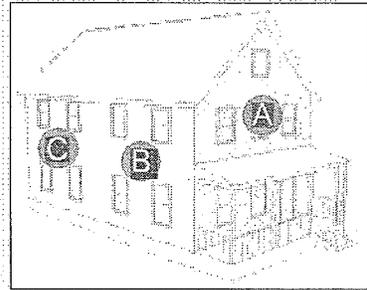
- Preservation is still preferred.
- Replacement or alteration is acceptable.
- More flexibility in treatment may be considered.

Location D: Not highly visible Rear Facade

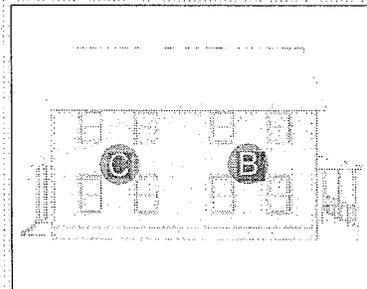
- Replacement or alteration may be acceptable when it is not visible to the public.
- More flexibility in treatment may be considered.

Window Locations

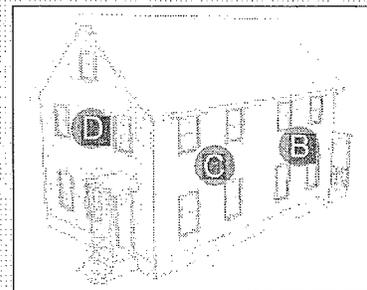
Primary Facade



Secondary Facade



Rear Facade





Components of a Design Guideline

Each design guideline, as illustrated on the following page, contains the following components:

(A) Design Element

The first is the **design element** category (e.g., streetscape elements, site planning, building materials and secondary structures) under which the design guideline falls.

(B) Policy Statement

Second is a **policy statement** explaining the City's basic approach to treatment of the design element. This is the basis for the more detailed design guidelines that follow.

(C) Design Guidelines

Third is the **design guideline statement** itself, which is typically performance-oriented, describing a desired design treatment.

(D) Additional Information

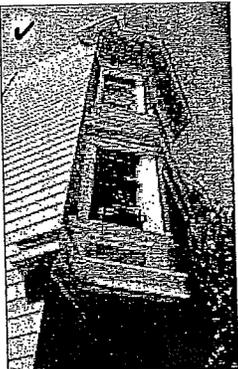
The design guideline statement is followed by supplementary information that is treated as sub-points of the guideline.

(E) Illustration

A design guideline is further explained with photographs and illustrations. Many images illustrate appropriate treatments. The images used should not be considered the only appropriate options, but as examples of some possible approaches.

In order to understand which images convey appropriate solutions and those that do not, many of the illustrations are marked with a ✓ or an ✗. Those marked with a ✓ are appropriate solutions, whereas illustrations marked with an ✗ are not appropriate.

Detail of Design Guideline Components

<p>(A) → Architectural Details</p> <p>(B) → Preserve Historic features, including original materials, architectural details and window and door openings, contribute to the character of a structure and are referred to as "character-defining features". They are often closely associated with specific architectural styles. They should be preserved when feasible. Continued maintenance is the best preservation method.</p> <p>(C) → 3.1 Preserve significant stylistic and architectural features.</p> <p>(D) →</p> <ul style="list-style-type: none"> • Storefronts, cornices, porches, turned columns, brackets, exposed rafter tails and jigsaw ornaments are examples of architectural features that should be preserved. • The best preservation procedure is to maintain historic features from the outset so that intervention is not required. Employ preventive measures such as rust removal, caulking, limited paint removal and reapplication of paint. These should not harm the historic materials. 	<p>(E) →</p>  <p><i>Protect and maintain significant stylistic features, such as these window and cornice details.</i></p>
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CH 2

located in the Historic Overlay District, the Residential Arts Zoning District, and properties listed on the local register.

III. Treatment of Historic Structures

Chart
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from CH. 2



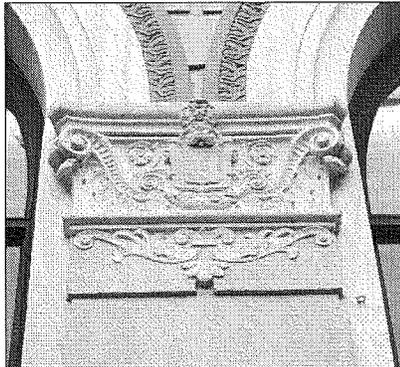
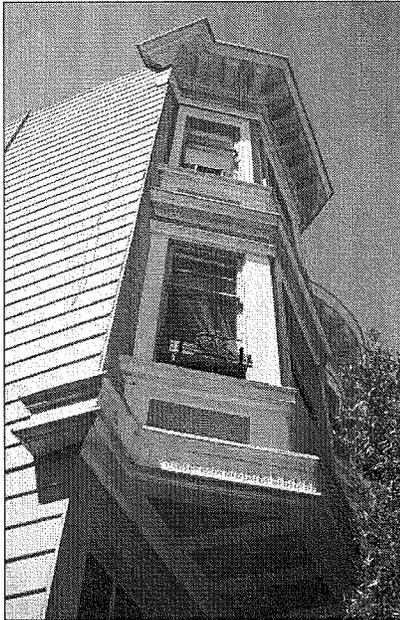
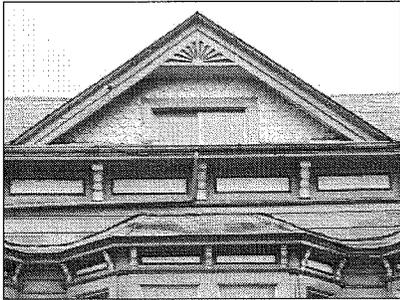
This chapter focuses on rehabilitation guidelines for historic buildings. It is divided into sections discussing maintenance, principles for specific building types, treatment of character-defining features, special considerations for historic structures (including adaptive reuse and energy conservation and generation), and landscapes.

Sustainable development and the conservation of resources are central principles of preservation. In basic terms, re-using a building preserves the energy and resources invested in its construction, and removes the need for producing new construction materials.

In This Chapter:

A. General Approach	34
Architectural Details	34
B. Building Maintenance	37
C. General Principles and Character-Defining Features by Building Type	38
Historic Commercial Properties	38
Historic Residential Properties	44
Historic Industrial Properties	45
D. Treatment of Character-Defining Features	47
Materials and Finishes	47
Architectural Features	52
E. Special Considerations	62
Adaptive Reuse	62
Historic Additions	63
Secondary Structures	63
Accessibility	63
Energy Conservation and Generation	64
Seismic Retrofitting	71
F. Landscape Features	72

60
17



Preserve and maintain significant stylistic and architectural features.

A. General Approach

Architectural Details

Select an appropriate treatment that will provide for proper preservation of significant features. The method that requires the least intervention is preferred. See the Styles section in Appendix A for more information on identifying key features, and Chapter II for more information on determining appropriate treatment strategies for them.

Preserve

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

3.1 Preserve significant stylistic and architectural features.

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

3.2 Avoid adding details that were not part of the original building.

- For example, decorative millwork should not be added to a building if it was not an original feature. Doing so would convey a false history.

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

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

Repair

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

3.4 Repair deteriorated features.

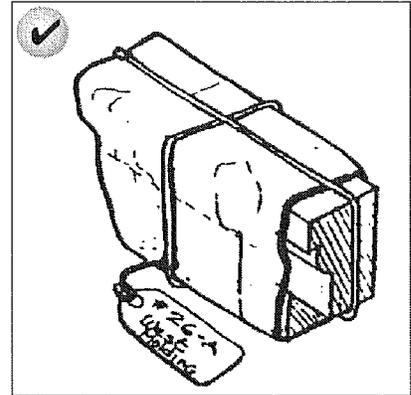
- Patch, piece-in, splice, consolidate or otherwise upgrade existing materials, using recognized preservation methods.
- Isolated areas of damage may be stabilized or fixed using consolidants. Epoxies and resins may be considered for wood repair.
- Removing damaged features that can be repaired is not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

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

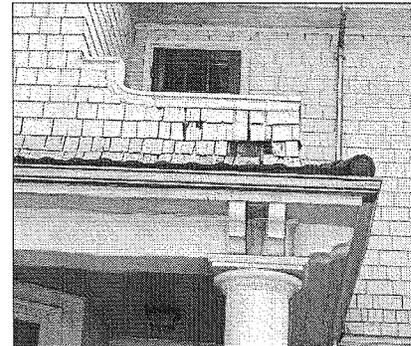
- When removing a historic feature for rehabilitation, document its location so it may be repositioned accurately. Always devise methods of replacing disassembled details in their original configuration.

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

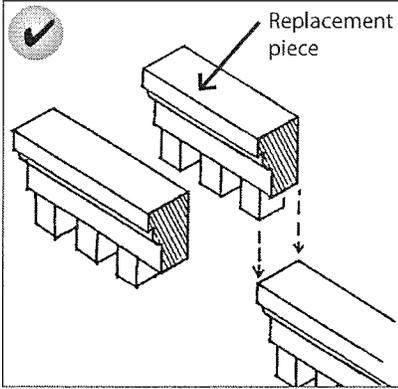
- Use the gentlest means possible that will achieve the desired results.
- Employ treatments such as rust removal, caulking, limited paint removal and reapplication of paint or stain where appropriate.



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



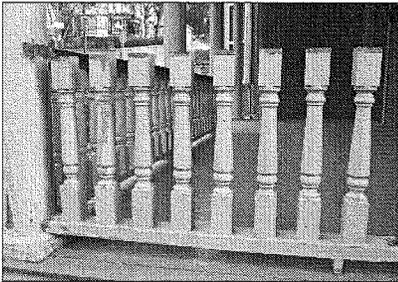
Do not remove damaged materials that can be repaired. In this case, loose shingles may be re-secured while missing ones may be replaced.



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



Replace missing original details in kind.



When replacing a missing feature, use the same kind of material as the original.

Replace

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

3.7 Replace an architectural element accurately.

- The design should be substantiated by physical or pictorial evidence to avoid creating a misrepresentation of the building's history.
- Use the same kind of material as the original when feasible. However, a substitute material may be acceptable if the size, shape, texture and finish conveys the visual appearance of the original. Alternative materials also may be used in locations that are remote from view or direct contact.

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

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

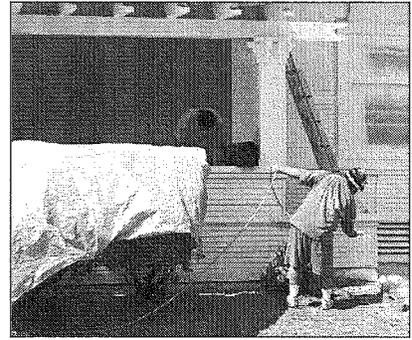
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B. Building Maintenance

Most of the causes of deterioration of historic buildings can be eliminated by regular maintenance procedures. The majority of damage to the building is caused by moisture. Controlling moisture and directing it away from the building are the objectives of most maintenance. The following are important maintenance measures:

3.9 Program a regular and thorough maintenance schedule to ensure that the need for repair or replacement of original or early features or materials does not arise.

- Plan maintenance to identify the effects of seasonal weather conditions.
- Pay particular attention to areas that are exposed or where water may gather.
- Review the building interior for any signs of distress or failure.
- Act on the first signs of any deterioration to prevent more costly intervention later.



Program a regular and thorough maintenance schedule to ensure that the need for repair or replacement of original or early features or materials does not arise.



Preserve key features of a commercial storefront.



Compatible interpretations of traditional storefront components are appropriate where the original is missing.

C. General Principles and Character-Defining Features by Building Type

Historic Commercial Properties

Preservation of Commercial Storefronts

Many storefronts in Sausalito have components seen traditionally on commercial buildings. The repetition of these standard elements creates a visual unity at the street that should be preserved. These features should not be altered, obscured or removed. The preservation of a historic storefront will help maintain the interest of the street to pedestrians by providing views to goods and activities inside first floor windows. Retaining these features also supports the City's sustainability objectives. (See page 21).

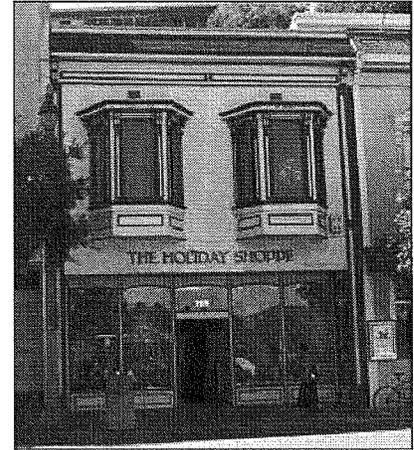
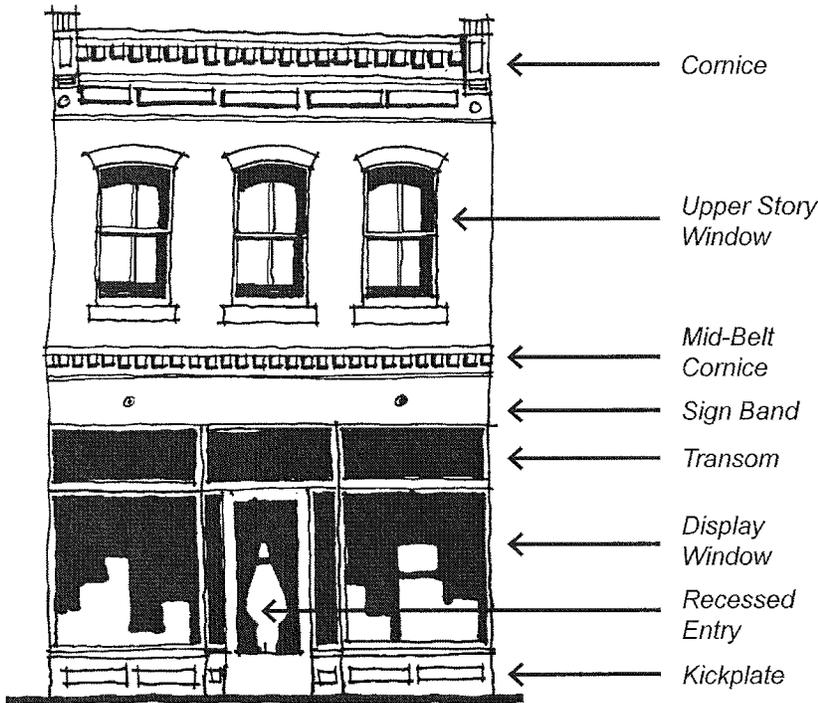
3.10 For a commercial storefront building, a rehabilitation project should preserve these character-defining elements:

- **Display windows:** The main portion of glass on the storefront, where goods and services are displayed.
- **Transom:** The upper portion of the display window, separated by a frame.
- **Kickplate:** Found beneath the display window. Sometimes called a bulk-head panel.
- **Entry:** Usually set back from the sidewalk in a protected recess.
- **Upper-story windows:** Windows located above the street level often have a vertical orientation.
- **Cornice molding:** A decorative band at the top of the building.

3.11 If a storefront is altered, restoring it to the original design is preferred.

- If evidence of the original design is missing, use a simplified interpretation of similar storefronts.
- Historic photographs of Sausalito and its commercial buildings should be used when determining the original character of a storefront design.

Character-defining Elements of a Storefront



Where the original storefront is missing and no evidence of its character exists, a new design that uses the traditional elements may be considered.

3.12 Alternative designs that are contemporary interpretations of traditional storefronts may be considered where the historic facade is missing and no evidence of it exists.

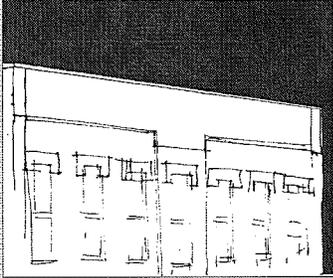
- Where the original is missing and no evidence of its character exists, a new design that uses the traditional elements may be considered.
- The new design should continue to convey the character of typical storefronts. The storefront system should be in proportion to the building. The storefront components should also be appropriately proportioned to one another (framework, kick plate, display, entry and transom).

3.13 Retain the kickplate as a decorative panel.

- The kickplate, located below the display window, adds interesting detail to the streetscape and should be preserved.
- If the original kickplate is covered with another material, consider exposing the original design.

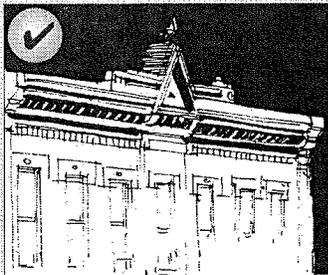
Treatment of an Altered Historic Cornice

Existing Building



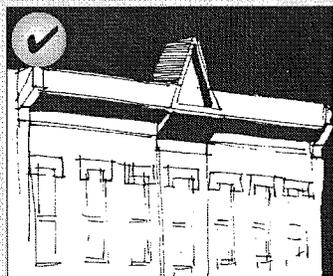
Existing building with missing cornice.

Reconstructed Cornice



Reconstruct a missing cornice when historic evidence is available.

Replacement Cornice



A simplified interpretation is appropriate if evidence of the original is missing.

3.14 If the original kickplate is missing, develop a sympathetic replacement design.

- → Wood is an appropriate material for a replacement on most styles; however, alternative materials may also be considered when appropriately used with the building style.

3.15 Preserve the character of the cornice line.

- Most historic commercial buildings have cornices to cap their facades. Their repetition along the street contributes to the visual continuity on the block.
- Many cornices are made of sheet metal, which is fairly light-weight and easy to repair. Areas that have rusted through can be patched with pieces of new metal. Others are wood.

3.16 Reconstruct a missing cornice when historic evidence is available.

- Use historic photographs to determine design details of the original cornice.
- Replacement elements should match the original in every detail, especially in overall size and profile. Keep sheet metal ornamentation well painted.
- The substitution of another old cornice for the original may be considered, provided the substitute is similar to the original.

3.17 A simplified interpretation is also appropriate for a replacement cornice if evidence of the original is missing.

- Appropriate materials include stamped metal, wood and some durable synthetics.

3.18 Retain the original shape of the transom glass in historic storefronts.

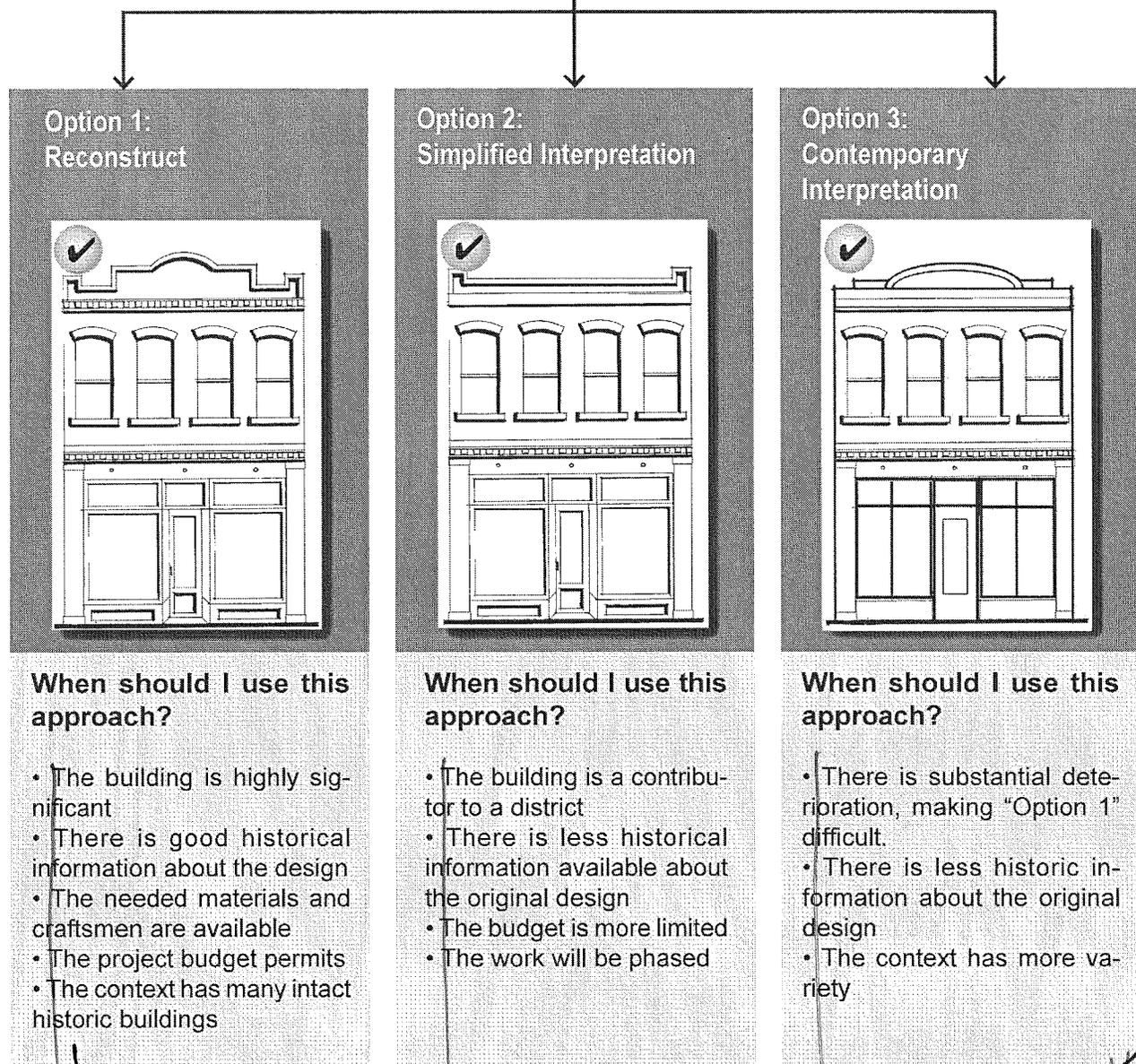
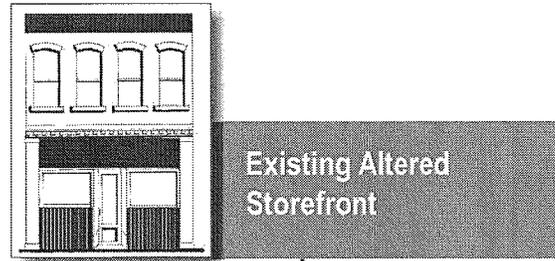
- Transoms, the upper glass band of traditional storefronts, introduced light into the depths of the building, saving on light costs. These bands should not be removed or enclosed.
- The shape of the transom is important to the proportion of the storefront, and it should be preserved in its historic configuration.
- If the original glass is missing, installing new glass is preferred. However, if the transom must be blocked out, be certain to retain the original proportions. One option might be to use it as a sign panel or decorative band.

Maybe have bullet points moved inward

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Treatment of an Altered Historic Commercial Storefront

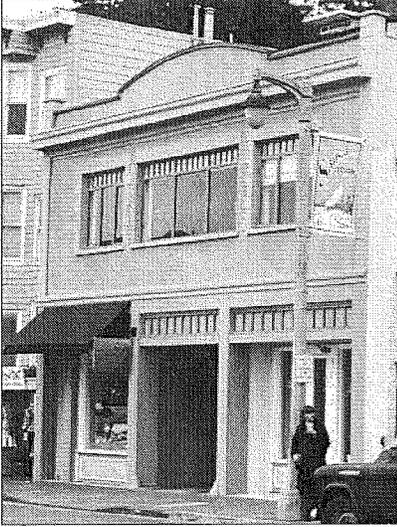
The guidelines in this section discuss a range of treatment options for commercial storefronts, including reconstruction and replacement in various ways. When applied to a building that is already altered, which would be the best approach? This diagram outlines the steps to follow in making that decision.



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Justify margins

*Diff. Formatting to
make it look
more clean*



A parapet wall (An upward extension of a building wall above the roofline) should not be altered, especially those on primary elevations or highly visible facades.

3.19 A parapet wall should not be altered, especially those on primary elevations or highly visible facades.

- Inspect parapets on a regular basis. They are exposed to the weather more than other parts of the building, so watch for deterioration such as missing mortar or excessive moisture retention.
- Avoid waterproofing treatments, which can interfere with the parapet's natural ability to dry out quickly when it gets wet.

Additions to Commercial Properties

Two distinct types of additions to historic commercial buildings may be considered. First, a ground-level addition that involves expanding the footprint of a structure may be considered. Such an addition should be to the rear or side of a building. This will have the least impact on the character of a building, but there may only be limited opportunities to do this. Second, an addition to the roof may be designed that is simple in character and set back substantially from the front of a building. In addition, the materials, window sizes and alignment of trim elements on the addition should be compatible to those of the existing structure.

3.20 An addition should be compatible with the main building.

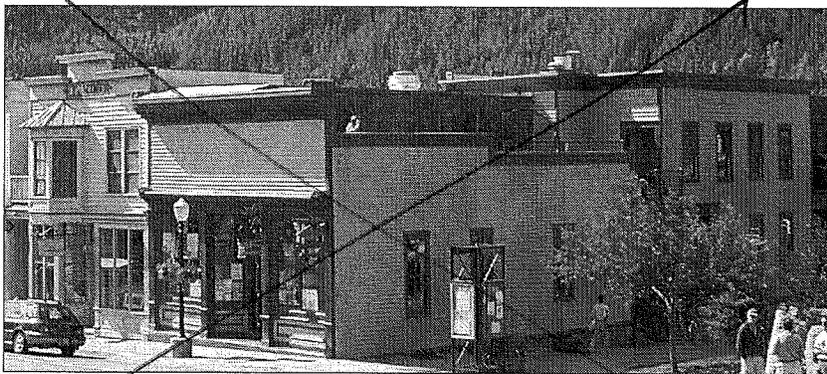
- An addition should relate to the building in mass, scale, character and form. It should appear subordinate to the main structure.
- Roof forms should be compatible as well. An addition with a pitched roof is inappropriate for a building with a flat roof.
- An addition to the front of a building is inappropriate.
- Greater flexibility of non-visible facades is appropriate. (See Chapter II for more information on applying flexibility in the treatment of historic properties.)

3.21 An addition should not damage or obscure architecturally important features.

- For example, loss or alteration of a cornice line should be avoided.

3.22 An addition may be made to the roof of a building if it does the following:

- An addition should be set back from the primary, character-defining facade, to preserve the perception of the historic scale of the building and it should not be visible from the street.
- Its design should be modest in character, so it will not detract attention from the historic facade.
- The addition should be distinguishable as new, albeit in a subtle way.

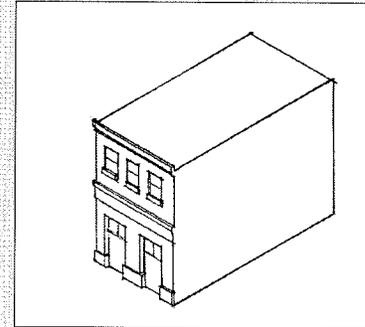


This two-story rear and roof-top addition is compatible with, yet remains subordinate to, the original one-story structure.

Local picture

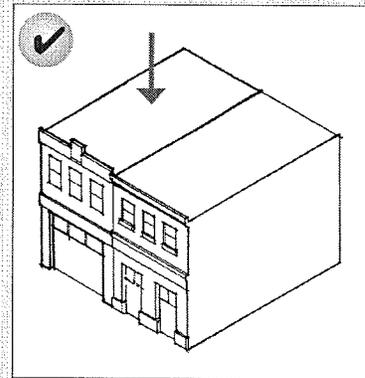
Locating an Addition on a Commercial Property

Original Building

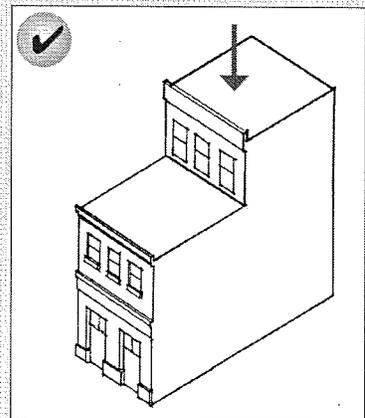


An original two-story building, before an addition. Compare with sketches below.

New Addition to the Side

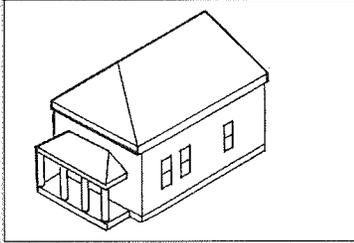


New Roof-Top Addition

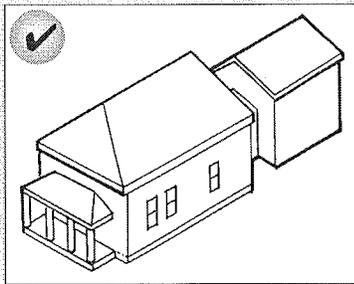


Locating an Addition on a Residential Property

Original Building

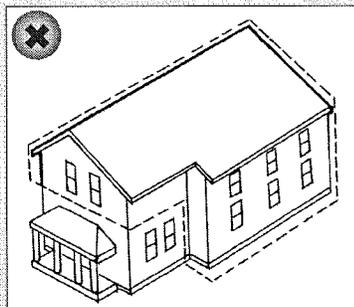


Appropriate Addition to the Rear



Addition is set back behind the original and accessed by a connector.

Inappropriate Rooftop Addition



Rooftop and rear addition not subordinate to the existing structure.

Historic Residential Properties

Additions to Residential Properties

When planning an addition to an existing building, consider the effect it will have on the structure. An addition should be compatible with the primary structure and not detract from one's ability to interpret its historic character.

3.23 Minimize the loss of historically significant features.

- When preserving original details and materials, follow the guidelines at the beginning of this chapter.

3.24 Place an addition at the rear of a building or set it back from the front to minimize the visual impacts.

- This will allow the original proportions and character to remain prominent.

3.25 A new addition should respect the mass and scale of the original structure.

- For a larger addition, break up the mass of the addition into smaller modules that relate to the historic house.
- An addition should be simple in design to prevent it from competing with the primary facade.

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

3.27 When constructing a rooftop addition, keep the mass and scale subordinate to the primary building.

3.28 A rooftop dormer may be appropriate.

- Dormers are typically added to a structure to increase the amount of headroom in upper floors. Traditionally, dormers are designed as smaller elements. If significant increases in space are desired, do not consider oversized dormers. Rather, develop an addition to the rear of a structure.
- A dormer should be subordinate to the overall roof mass and should be in scale with those on similar historic structures.
- The dormer should be located below the ridge line of the primary structure and to the rear of the roof.
- A dormer should be similar in character to the primary roof form.
- The number and size of dormers should not visually overwhelm the scale of the primary structure.

Historic Industrial Properties

Sausalito's industrial properties appeared during ship-building for the war effort during World War II. These structures are often simple in form, durable and readily adaptable.

Preservation of Industrial Facades

Many of Sausalito's buildings possess components traditionally seen on industrial buildings. The standard elements seen on these buildings should be preserved.

3.29 For an industrial building, a rehabilitation project should preserve these character-defining elements:

- **Man-door:** A small door for use by people entering the building. These can be similar in character to a storefront on a retail buildings. They often include a transom.
- **Windows:** Industrial metal sash and operable wood windows exist.
- **Loading dock:** In a few instances, a raised landing for handling goods; some project from the facade while others are inset behind the building plane.
- **Loading bay doorway:** A large opening at the landing dock, or large sliding "garage" doors. Typically these are rectangular.
- **Canopy:** A structure usually sheltering the loading dock. Some were horizontal and others were sloped. They were supported on metal and heavy timber supports that were wall mounted.
- **Roof form:** The traditional roof form should also be maintained.

3.30 Preserve the historic character of the building facade.

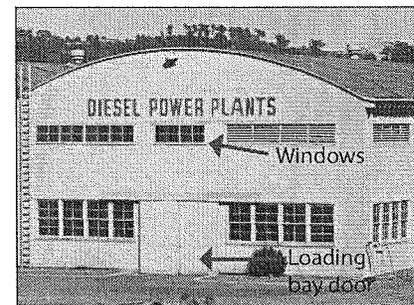
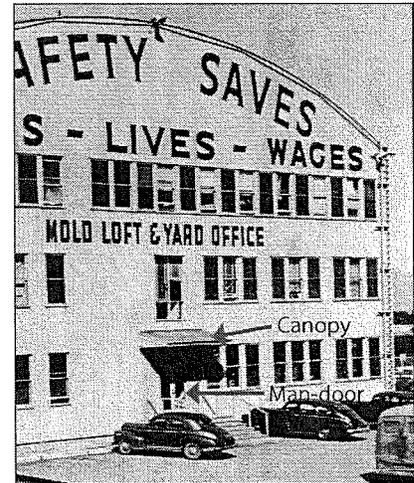
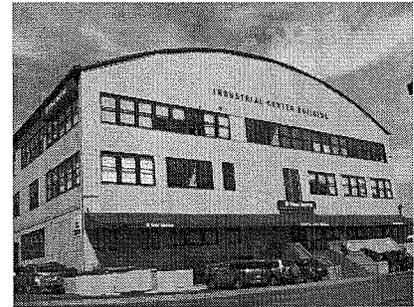
- Preserve loading docks, loading bay openings, windows and door frames.
- If the glass is intact, it should be preserved also.

3.31 If the facade is altered, restoring it to the original design is preferred.

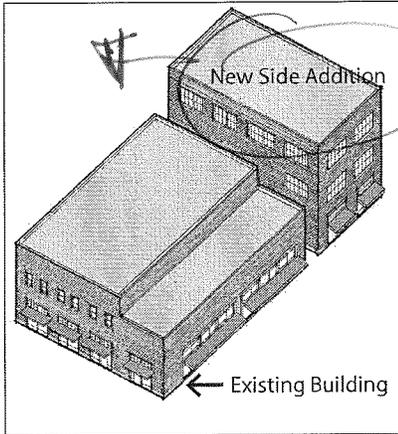
- If evidence of an original design component is missing, use a simplified interpretation of similar components in the area.

3.32 Alternative designs that are contemporary interpretations of traditional industrial buildings may be considered where the historic facade is missing and no evidence of it exists.

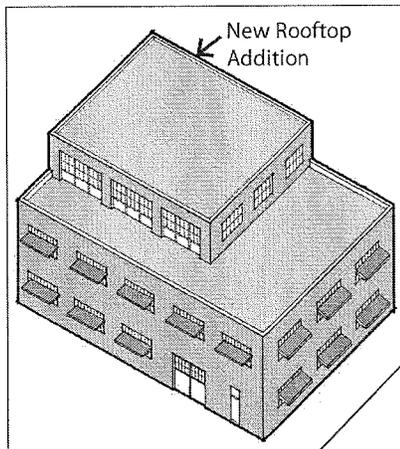
- Where the original is missing and no evidence of its character exists, a new design that uses the traditional elements may be considered. However, the new design should continue to convey the character of typical facades in the area, including repetitive window patterns and openings.



A rehabilitation project of a warehouse building should preserve character-defining elements such as a loading dock, canopy and man door.



A three-story rear addition is taller than the existing historic building, but has a smaller footprint. This is an appropriate addition since it is compatible with the historic structures and is connected by a subordinate line (not visible).



An addition should be set back from the primary, character-defining facade to preserve the perception of the historic scale of the building.

Additions to Industrial Properties

Two distinct types of additions to historic industrial buildings may be considered. First, a ground-level addition that involves expanding the footprint of a structure may be considered. Such an addition should be to the rear or side of a building. This will have the least impact on the character of a building, but there may only be limited opportunities to do this.

Second, an addition to the roof may be designed that is simple in character and set back from the front of a building. In addition, the materials, window sizes and alignment of trim elements on the addition should be compatible to those of the existing structure.

3.33 An addition should be compatible in scale, materials and character with the main building.

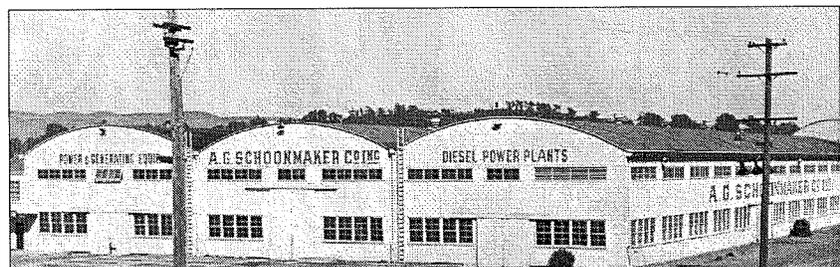
- An addition should relate to the building in mass, scale and form.
- An addition to the front of a building is inappropriate.

3.34 An addition should not damage or obscure architecturally important features.

- For example, loss or alteration of a parapet or loading dock should be avoided.

3.35 An addition may be made to the roof of a building if it does the following:

- An addition should be set back from the primary, character-defining facade, to preserve the perception of the historic scale of the building.
- Its design should be modest in character so it will not attract attention from the historic facade.
- The addition should be distinguishable as new, albeit in a subtle way.



D. Treatment of Character-Defining Features

Materials and Finishes

Primary historic building materials should be preserved in place whenever feasible. When the material is damaged, then limited replacement which matches the original, should be considered. Primary historic building materials should never be covered or subjected to harsh cleaning treatments. Preserving original building materials and limiting replacement to only pieces which are deteriorated beyond repair reduces the demand for, and environmental impacts from the production of new materials.

Contact the City for appropriate material resources for the rehabilitation of historic properties.

Historic building materials found in Sausalito include wood, stone, brick, metal, stucco, plaster and concrete. These guidelines apply to all such materials:

3.36 Preserve original building materials.

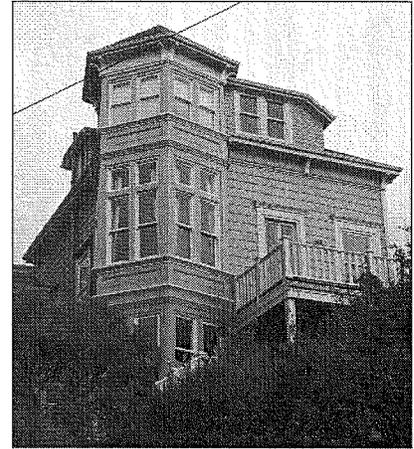
- Avoid removing original materials that are in good condition or that can be repaired in place.
- Remove only those materials which are deteriorated, and must be replaced.
- Masonry features that define the overall historic character, such as walls, cornices, pediments, steps and foundations, should be preserved.
- Avoid rebuilding a major portion of exterior masonry walls that could be repaired.

3.37 Repair deteriorated primary building materials by patching, piecing-in, consolidating or otherwise reinforcing the material.

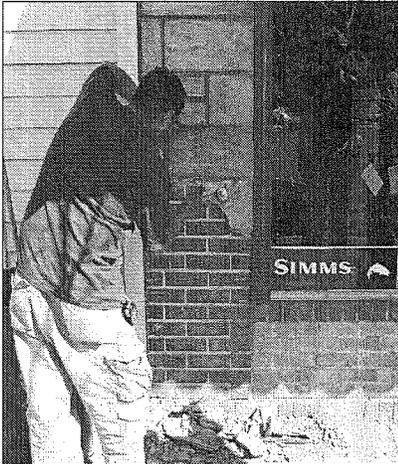
- Avoid the removal of damaged materials that can be repaired.
- Isolated areas of damage may be stabilized or fixed, using consolidants. Epoxies and resins may also be considered for wood repair and special masonry repair components.

3.38 Match the original material in composition, scale and finish when replacing materials on primary surfaces.

- If the original material is wood clapboard, for example, then the replacement material should be wood as well. It should match the original in size, the amount of exposed lap and in finish.
- Replace only the amount required. If a few boards are damaged beyond repair, then only they should be replaced, not the entire wall.



Avoid removing original materials that are in good condition or that can be repaired in place.



Consider removing later covering materials that have not achieved historic significance. Once the non-historic siding is removed, repair the original, underlying material.

3.39 Do not use synthetic materials, such as aluminum or vinyl siding or panelized brick, as replacements for primary building materials.

- Primary building materials, such as wood siding and masonry, should not be replaced with synthetic materials.
- Modular materials should not be used as replacement materials. Synthetic stucco and panelized brick, for example, are inappropriate.
- In some instances, substitute materials may be used for replacing architectural details. If it is necessary to use a new material the style and detail should match the historic model. (See page 36.)
- Green building materials, such as those made with renewable and local resources, may be considered for replacement materials where they will not impact the integrity of a building or its key features.

3.40 Covering original building materials with new materials is inappropriate.

- Vinyl siding, aluminum siding and new stucco are generally inappropriate on historic buildings. Other imitation materials that are designed to look like wood or masonry siding, fabricated from other materials, are also inappropriate.
- If a property already has a non-historic building material covering the original, it is not appropriate to add another layer of new material, which would further obscure the original.

3.41 Consider removing later covering materials that have not achieved historic significance.

- Once the non-historic siding is removed, repair the original, underlying material.
- If a structure has a stucco finish, removing the covering may be difficult, and may not be desirable. Test the stucco to assure that the original material underneath will not be damaged.

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Wood

Wood is a material used historically for exterior siding, trim and ornamental details. Early woodwork should be retained, and, if necessary repaired. Traditional wood framing and cladding will usually be carefully chosen, seasoned and tough. Contemporary replacement wood is unlikely to have the same resilience. When properly maintained, wood has a long lifespan. To preserve external wood, maintain its painted finish. These guidelines apply in addition to the more general guidelines on page 47.

3.42 Protect wood features from deterioration.

- Provide proper drainage and ventilation to minimize rot.
- Maintain protective coatings to retard drying and ultraviolet damage. If the building was painted originally, it should remain painted.

Metal

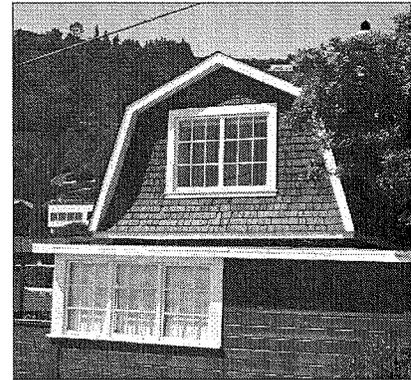
Metal was used for a variety of applications including columns, roofing, fencing and decorative features. They include cast iron, steel and copper. Traditional metals should be retained and repaired where they exist. These guidelines apply in addition to the more general guidelines on page 47.

3.43 Preserve architectural metal features that contribute to the overall historic character of the building.

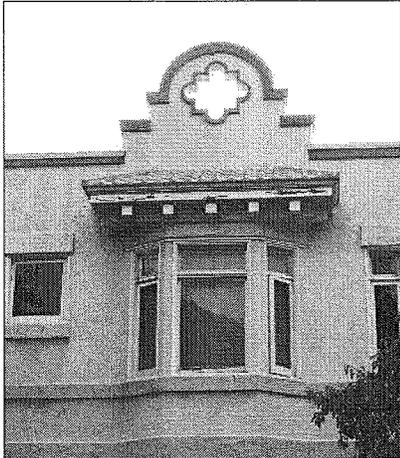
- Provide proper drainage on metal surfaces to minimize water retention.
- Maintain protective coatings, such as paint, on exposed metals.

3.44 Repair metal features by patching, splicing or otherwise reinforcing the original metal whenever possible.

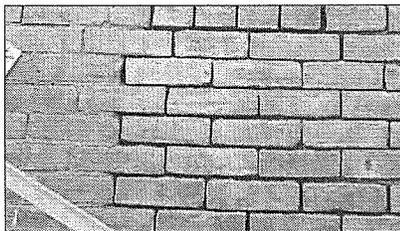
- New metal shall be compatible with the original.



Protect wood features from deterioration.



Preserve concrete features that define the overall historic character of a building.



Repoint mortar joints where there is evidence of deterioration.

Masonry & Concrete

Masonry includes a range of solid construction materials, including stone, brick, terra cotta, stucco and concrete. These exist as building walls, site walls, steps and walkways. These guidelines apply in addition to the more general guidelines on page 47.

3.45 Brick or stone that was not painted historically should not be painted.

- Masonry naturally has a water-protective layer, or patina, to protect it from the elements. Painting masonry walls can seal in moisture already in the masonry, thereby not allowing it to breathe and causing extensive damage over the years.

3.46 Repoint mortar joints where there is evidence of deterioration.

- Duplicate the old mortar in strength, composition, color and texture.
- Avoid using mortar with a high portland cement content, which will be substantially harder than the original.
- Duplicate the mortar joints in width and profile.

3.47 Preserve concrete features that define the overall historic character of a building.

- Examples are walls, cornices, pediments, steps, chimneys and foundations.
- Avoid rebuilding a major portion of an exterior concrete wall that could be repaired.

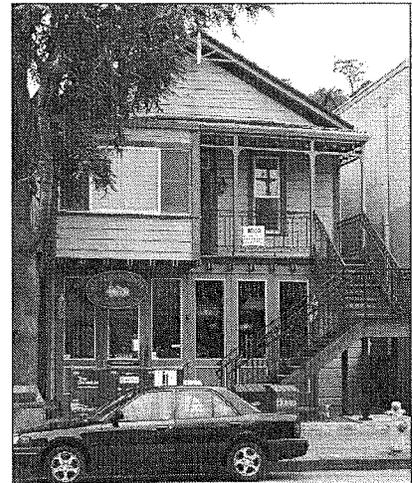
3.48 Protect concrete structures from water deterioration.

- Provide proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in decorative features.
- Provide positive drainage away from concrete foundations to minimize rising moisture.

located in the Historic Overlay District, properties listed on the local reg., and the ARS located in the R-A Zoning District.

Paint

Historically, most wood surfaces on the exterior of a building were painted to protect the materials from weathering. Concrete and stucco structures also were sometimes painted. When performing regular painting maintenance, applying traditional color schemes is encouraged. The following guidelines apply to paint on historic buildings. These guidelines apply in addition to the more general guidelines on page 47.



Zoning District.

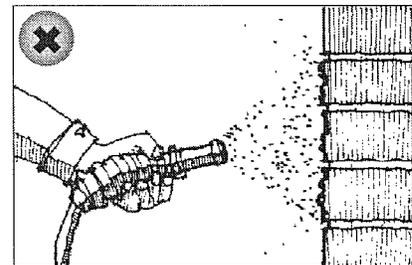
3.49 Plan repainting carefully.

- Always prepare a good substrate. Prior to painting, remove damaged or deteriorated paint only to the next intact layer, using the gentlest means possible.
- Use compatible paints. Some latex paints will not bond well to earlier oil-based paints without a primer coat.

3.50 Using the historic color scheme is encouraged.

- If the historic scheme is not known, then an interpretation of schemes on similar historic buildings is appropriate.
- Generally, one muted color is used as a background, which unifies the composition.
- One or two other colors are usually used for accent to highlight details and trim.
- A single color scheme shall be used for the entire exterior so upper and lower floors and subordinate masses of a building are seen as components of a single structure.
- Brilliant luminescent or day-glow colors are not appropriate.

Generally, a historic color scheme includes one muted color as a background to unify the composition, and one or two other colors to highlight details and trim.



Use approved technical procedures for cleaning, refinishing and repairing historic materials. Harsh cleaning methods, such as sandblasting or grinding are inappropriate.

3.51 Leave natural masonry unpainted.

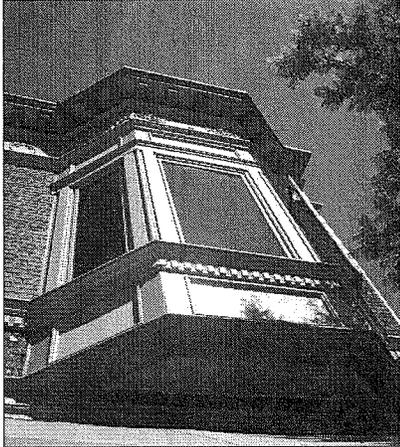
- Where the natural color and character of the material exists, such as with brick, it should be left unpainted.
- For the parts of the building that require painting, select colors that will complement those of the natural materials.

Cleaning Materials and Methods

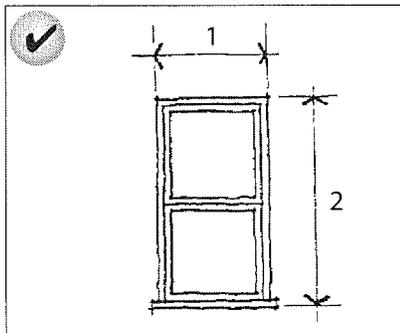
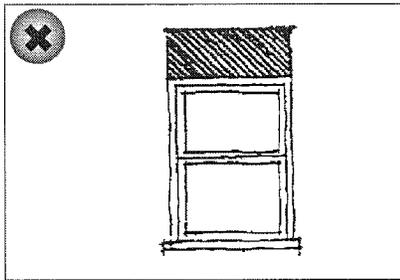
3.52 Use the gentlest means possible to clean the surface of a structure before repairs or improvements are made.

- Perform a test patch to determine that the cleaning method will cause no damage to the material surface. Many procedures can actually have an unanticipated negative effect upon building materials and result in accelerated deterioration or a loss of character.
- Harsh cleaning methods, such as sandblasting, can damage the historic materials, changing their appearance. Such procedures are inappropriate.
- If cleaning is appropriate, a low pressure water wash is preferred. Chemical cleaning may be considered if a test patch is first reviewed and negative effects are not found.

Perform



Preserve the functional and decorative features of a historic window.



Preserve the size and proportion of a historic window opening.

Architectural Features

This section addresses basic architectural components including windows, doors, roofs, balconies and porches.

Windows

The character-defining features of a historic window and its distinct materials and placement should be preserved. In addition, a new window should be in character with the historic building.

3.53 Preserve the functional and decorative features of a historic window.

- Features important to the character of a window include its frame, sash, muntins, mullions, glazing, sills, heads, jambs, moldings, operation and groupings of windows. See the following diagrams for an illustration of window features.
- Repair frames and sashes rather than replacing them, whenever possible.
- Window awnings and shutters are appropriate in limited circumstances. They are only appropriate on specific architectural styles that are known to have had them.

3.54 Preserve the position, number and arrangement of historic windows in a building wall.

- On primary facades, enclosing a historic window opening is inappropriate, as is adding a new window opening.
- Greater flexibility in installing new windows may be considered on secondary walls. (See Chapter 1 for more information about flexibility.)

3.55 Preserve the historic ratio of window openings to solid wall on a primary facade.

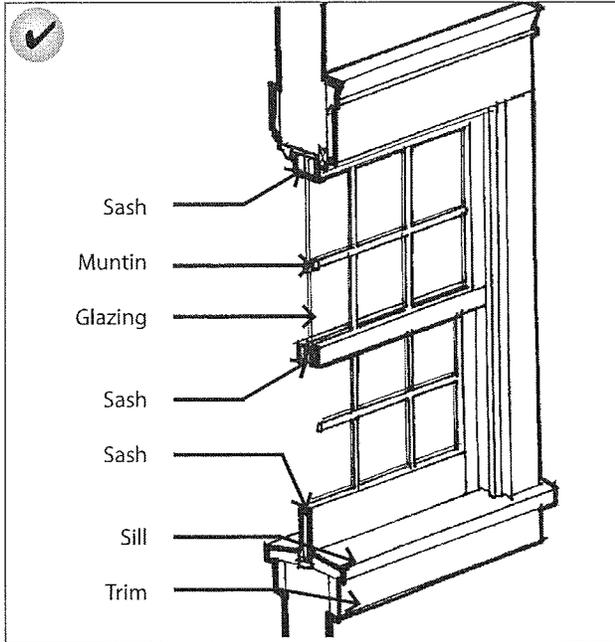
- Significantly increasing the amount of glass on a character-defining facade will negatively affect the integrity of the structure.

3.56 Preserve the size and proportion of a historic window opening.

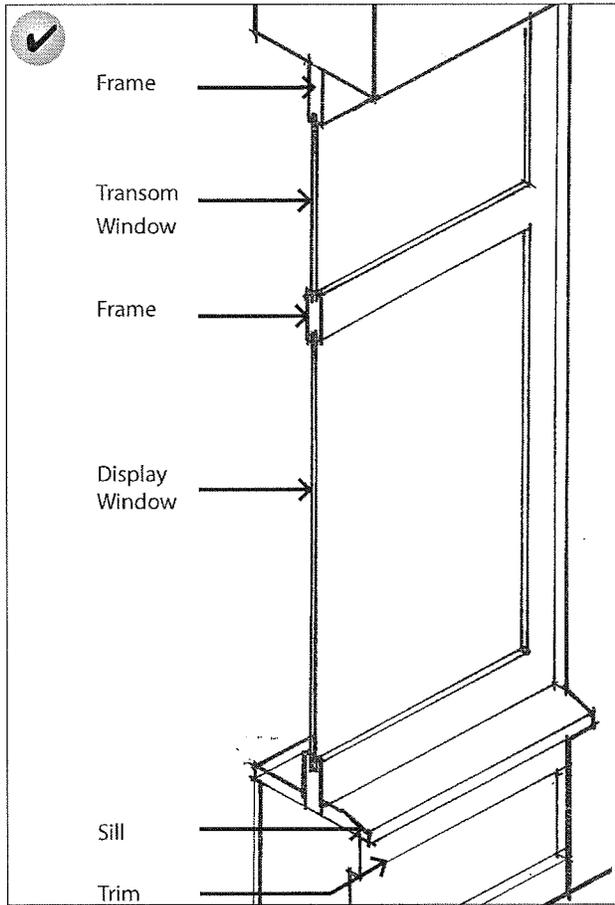
- Reducing an original opening to accommodate a smaller window or increasing it to receive a larger window is inappropriate.

3.57 Match a replacement window to the original in its design.

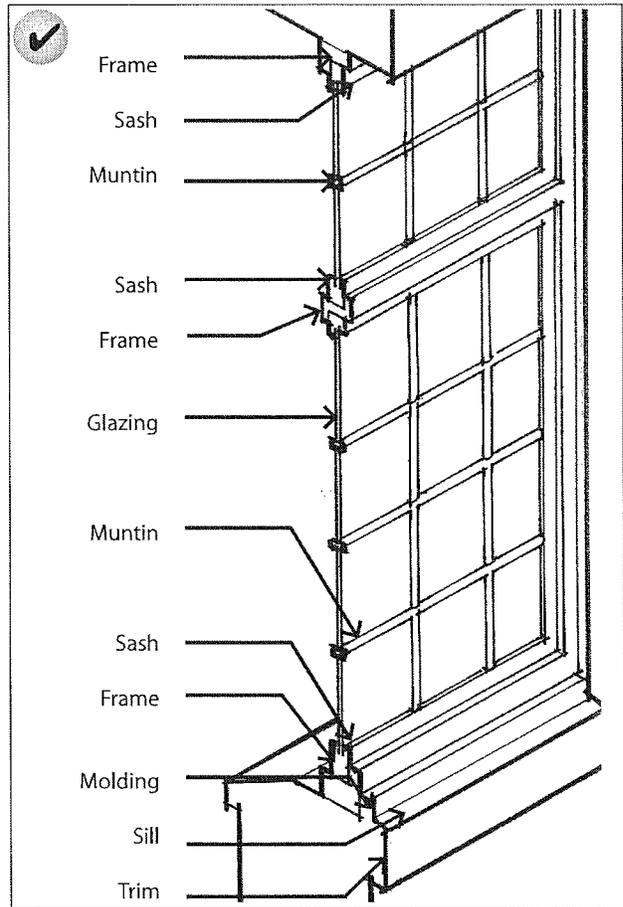
- If the original is double-hung, then the replacement window should also be double-hung or appear to be so. Match the replacement also in the number and position of glass panes.
- Matching the original design is particularly important on key character-defining facades.



Double Hung Window.
 (Residential, Commercial, Warehouses)

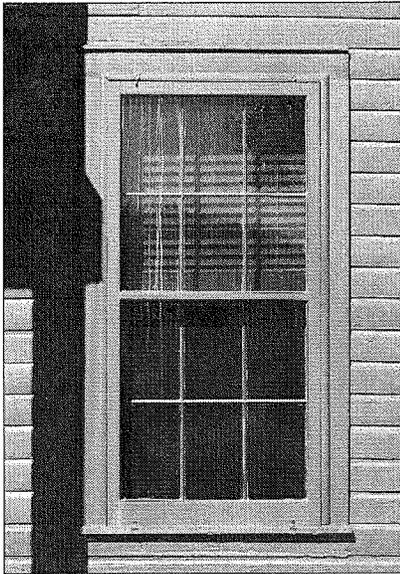


Storefront Window. (Commercial)



Pivot Window. (Industrial)

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Consider use of a storm window to enhance the energy efficiency of an existing historic window, rather than replacement.

3.58 In a replacement window, use materials that appear similar to the original.

- Using the same material as the original is preferred, especially on character-defining facades. However, a substitute material may be considered if the appearance of the window components will match those of the original in dimension, profile and finish.
- New glazing should convey the visual appearance of historic glazing. It should be clear. Metallic and reflective finishes are inappropriate. In some instances colored or tinted glass may be appropriate in commercial storefront transoms or residential windows.
- Vinyl and unfinished metals are inappropriate window materials.

3.59 Match, as closely as possible, the profile of the sash and its components to that of the original window.

- A historic wood window has a complex profile. Within the window's casing, the sash steps back to the plane of the glazing (glass) in several increments. These increments, which individually only measure in eighths or quarters of inches, are important details. They distinguish the actual window from the surrounding plane of the wall.

3.60 Convey as closely as possible the character of historic sash divisions in a new window.

- Muntins that divide a window into smaller panes of glass should be genuine on key facades and highly visible places.
- Snap-in muntins located on the outside of a window may be used in secondary locations, but should have a similar depth and shadow line.
- Strips of material located between panes of glass to simulate muntins are inappropriate.

Energy Conservation in Windows

Historic windows can be repaired through reglazing and the patching and splicing of wood elements such as the muntins, frame, sill and casing. Older windows were built with well seasoned wood from stronger, durable, weather-resistant old growth forests. Repair and weatherstripping or insulation of the original elements is more energy efficient and much less expensive, as well as sound preservation practice.

3.61 Enhance the energy efficiency of an existing historic window, rather than replace it. Use these measures:

- Add weather stripping around the window frame.
- Install a storm window.
- Install an insulated window shade.

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Doors

The character-defining features of a historic door and its distinct materials and placement should be preserved. When a new door is needed, it should be in character with the building. This is especially important on primary facades.

3.62 Preserve the decorative and functional features of a primary entrance.

- These include the door, door frame, screen door, threshold, glass panes, paneling, hardware, detailing, transoms and flanking sidelights.
- Avoid changing the position of an original front door.

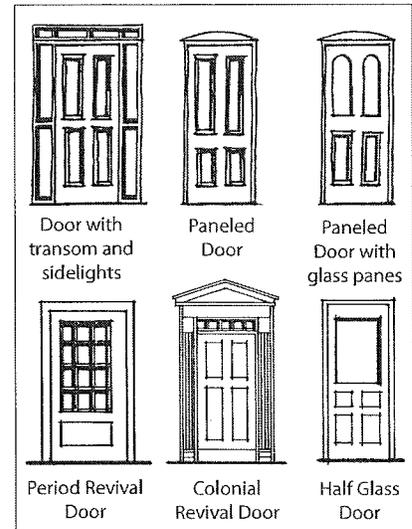
3.63 Maintain the original proportions of a significant door.

- Altering the original size and shape of a significant door is inappropriate.

3.64 When a historic door is damaged, repair it and maintain its general historic appearance.

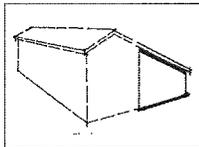
3.65 When replacing a door, use materials that appear similar to that of the original.

3.66 When replacing a door, use a design that has an appearance similar to the original door, or a door associated with the building style or type.

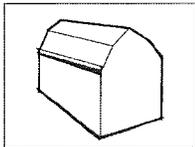


Typical primary door types seen on historic residential structures.

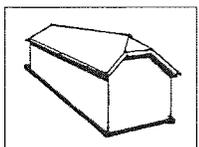
Typical Residential Roof Types



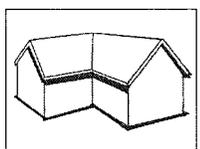
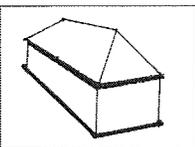
Shed roof



Gambrel roof

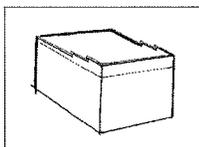


Clipped Gable roof



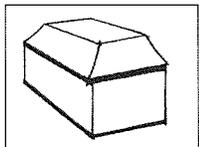
Cross-Gabled roof

Typical Commercial Roof Types

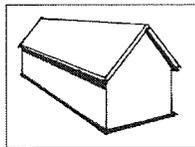


Commercial Flat roof

Roof Types found on both Residential and Commercial Buildings



Mansard roof



Gabled roof

Roofs

The character of a historic roof should be preserved, including its form and materials, whenever feasible.

3.67 Preserve the original roof form of a historic structure.

- Avoid altering the angle of a historic roof. Instead, maintain the perceived line and orientation of the roof as seen from the street.
- Retain and repair roof detailing, including gutters and downspouts.

3.68 Preserve the original eave depth of a roof.

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

3.69 Preserve original roof materials.

- Avoid removing historic roofing material that is in good condition. When replacement is necessary, use materials similar to the original in both style as well as physical qualities and use a color that is similar to that seen historically.
- Specialty materials such as tile and/or slate should be replaced with a matching material.
- Also preserve decorative elements, including finials, crests and chimneys.

3.70 New or replacement roof materials should convey a scale and texture similar to those used traditionally.

- When choosing a roof replacement material, the architectural style of the structure should be considered. (See Appendix A.)
- Composition shingle roofs are generally appropriate replacements for wood shingles. They should have a color similar to the original, or of the material in weathered condition.
- Shingles that contain embedded photovoltaic systems are also appropriate in dark colors.

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3.71 If metal roof materials are to be used, they should be applied and detailed in a manner compatible with the historic character and not distract from the historic appearance of the building.

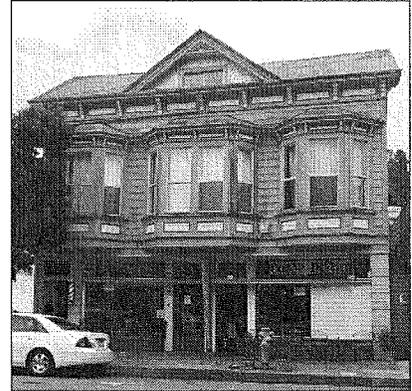
- Metal roof materials should have a matte, non-reflective finish.
- Seams should be of a low profile.
- The edges of the roofing material should be finished similar to those seen historically. The edges of standing seam metal roof were historically bent downward at the edges of the roof with a very slight overhang. In most cases the gutters hide this detail.
- Stamped metal panels should appear similar to those seen historically.

3.72 Avoid using conjectural features on a roof.

- Adding a widow's walk (an ornate railing around the roof ridge) on a house where there is no evidence one existed creates a false impression of the home's original appearance, and is inappropriate.

3.73 Minimize the visual impacts of skylights and other rooftop devices.

- A skylight that is flush with the roof plane may be considered on the rear and sides of the roof.
- The addition of features such as skylights should not interrupt the plane of the historic roof, and should be located below the ridgeline.
- Locate electronic data transmission and receiving devices to minimize impacts to the extent feasible.



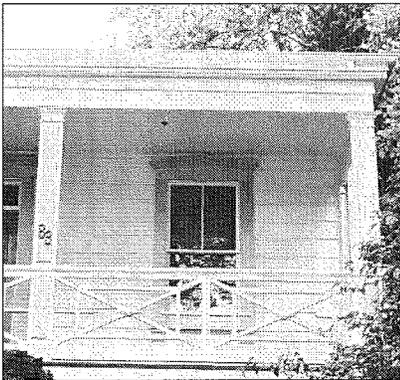
Preserve the original roof form of a historic structure.

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local picture



A balcony should be in character with the building and simple in design. Light wood and simple metal work are most appropriate.



A porch is one of the most important character-defining elements of a facade. Preserve a porch in its original condition and form.

Balconies

Although in most cases one should avoid adding elements or details that were not part of the original building, a balcony addition may be considered. This can enhance the adaptive reuse options for a building. Balconies on the side or rear of a property may be considered when not visible from public vantage points. They should have as little impact on the structure as possible and be a simple design. The addition of a balcony should be reversible.

3.74 Design a balcony to be in character with the building.

- Mount a balcony to accentuate character-defining features.
- The balcony should fit within the opening when feasible.
- Use colors that are compatible with the overall color scheme of the building. In most cases dark metal matte finishes are appropriate.

3.75 A new balcony should be simple in design.

- Simple metal work is most appropriate.
- Heavy timber and plastics are inappropriate.
- The balcony should be mostly transparent. One generally should be able to see through it.

Porches

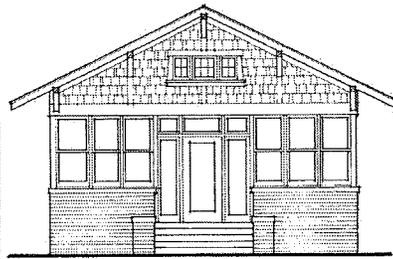
Preserve a porch in its original condition and form. A porch is one of the most important character-defining elements of a facade. It provides visual interest and influences perceived scale.

Repair a deteriorated porch instead of removing or replacing it. This approach is preferred because the original materials contribute to its historic character. Even when replaced with an exact duplicate, a portion of the historic building fabric is lost; therefore, such treatment should be avoided when feasible.

Replace a missing porch with one that appears similar to that seen historically. When a porch is to be replaced, the first step is to research the history of the house to determine the appearance and materials of the original porch. The most important aspects of a replacement design are its location, scale and materials. Unless reconstructing a porch from historic documentation, it is not necessary to replicate the details of the original porch or a porch design copied from a similar style house. However, it is important that new details be compatible (similar form, scale and materials) for the design of the porch and the style of the house.

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Treatment of an Altered Historic Porch



Existing Altered Porch

**Option 1:
Reconstruct**

When should I use this approach?

- The building is highly significant
- There is good historical information about the design
- The needed materials and craftsmen are available
- The project budget permits
- The context has many intact historic buildings

**Option 2:
Simplified Interpretation**

When should I use this approach?

- The building is a contributor to a district
- There is less historical information available about the original design
- The budget is more limited
- The work will be phased

**Option 3:
Contemporary Interpretation**

When should I use this approach?

- There is substantial deterioration, making "Option 1" difficult.
- There is less historic information about the original design
- The context has more variety

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Maintain the existing location, shape, details and posts of an original porch.

3.76 Maintain an original porch when feasible.

- Maintain the existing location, shape, details and posts of the porch.
- Missing or deteriorated decorative elements should be replaced to match existing elements; e.g., match the original proportions and spacing of balusters when replacing missing ones.
- Avoid using a porch support that would be substantially smaller than other supports on the porch or than that seen historically.

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

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

3.78 Repair those elements of a porch that are deteriorated.

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

3.79 If it has been altered, consider restoring a porch back to its original design.

- If the historic design of the porch is unknown, then base the design of the restoration on other traditional porches on buildings of a similar architectural style in the city.
- If the original porch steps have been replaced with concrete, consider restoring them to their original, wood condition.

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

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

3.81 Porch supports should be of an appropriate size to complement the entry and existing structure.

- Wood columns are preferred.
- Brick or stone may be appropriate for some architectural styles.
- See the style section of the guidelines for further recommendations.

3.82 A porch should use materials similar to those seen historically.

- Use materials similar to those seen historically. Wood decking, steps, balustrades and porch supports were most common.
- Do not replace a wood porch decking and steps with concrete.

Handrails

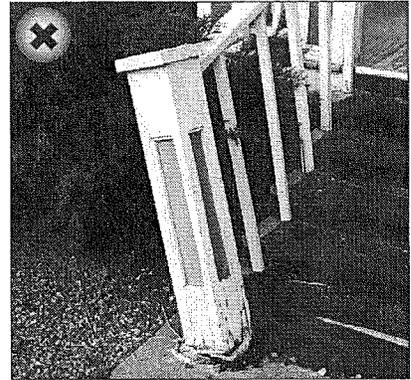
In some circumstances it may be necessary to add handrails to a historic structure in order to address accessibility and life safety issues. These elements should not detract from the historic character of the property.

3.83 Railings should be simple in design.

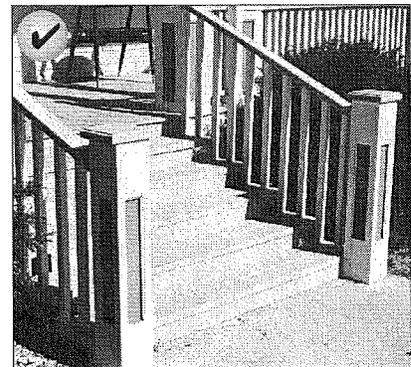
- Simple metal work and wood are appropriate.
- The railing should be mostly transparent. One generally should be able to see through it.

3.84 Where building codes stipulate that existing railings lower in height be augmented to raise their effective height, consider the following:

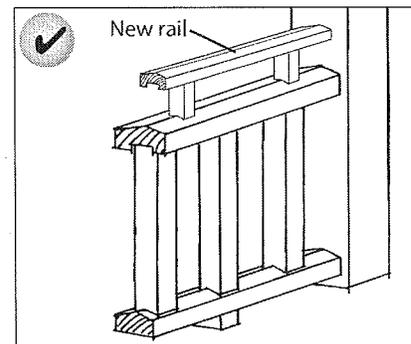
- Provide a smaller railing above the historic railing to achieve a greater overall railing height without changing the appearance of the original.



Before: A deteriorated railing should be repaired rather than replaced.



After: A successful preservation effort will result in a product shown in the example above.



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

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When considering an adaptive use project, seek uses that are compatible with the historic character of the building

E. Special Considerations

Adaptive Reuse

Sensitive stewardship of the existing building stock rather than its replacement can significantly reduce our environmental impact. Preserving and adapting a historic structure is sound environmental policy in all respects. In basic terms, re-using a building preserves the energy and resources invested in its construction, and removes the need for producing new construction materials.

The best use for a historic structure is that for which the building was designed or a closely related use. Every effort should be made to provide a compatible use for the building, one that will require minimal alteration to the building and its site. An example of an appropriate adaptive use is converting a residence into a Bed and Breakfast. This can be accomplished without major alteration of the original architecture.

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

- The use should not adversely affect the historic integrity of the building.
- The use should not alter character-defining features of the structure.
- The use may help to interpret how the building was used historically.

3.86 New uses that require minimal change to the existing structures are preferred.

- When a more significant change in use is necessary to keep the building in active service, those uses that require the least alteration to significant elements are preferred.
- It may be that in order to adapt a building to the proposed new use, such radical alteration to its significant elements would be required that the entire concept is inappropriate. In most cases, however, designs can be developed that respect the historic integrity of the building while also accommodating new functions.

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Historic Additions

Some early additions may have taken on historic significance of their own. One constructed in a manner compatible with the original building and associated with the period of significance may merit preservation in its own right. These additions should be evaluated.

In contrast, more recent additions that detract from the character of the building should be considered for modification or removal.

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

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

Secondary Structures

Preserving historic secondary structures is important. This includes carports, sheds, garages and carriage houses. They are traditionally subordinate in scale and character to the primary structures. These features should be retained.

3.88 Preserve an existing secondary structure when feasible.

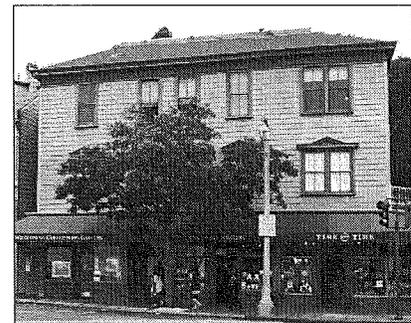
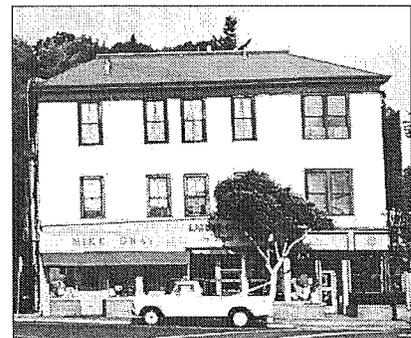
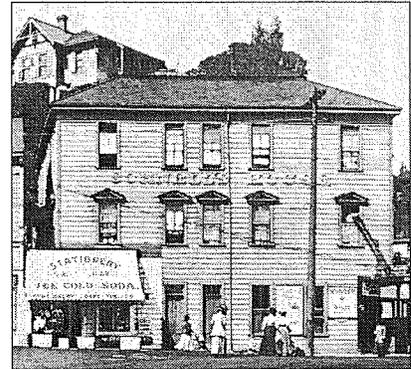
- Retain original materials when feasible.
- Maintain the subordinate character of the structure.

Accessibility

Owners of historic properties should comply to the fullest extent possible to Americans with Disabilities Act (ADA) provisions, while also preserving the integrity of the character-defining features of their buildings and sites.

3.89 Generally, creating an accessibility solution that is independent from the historic building and does not alter its historic characteristics is encouraged.

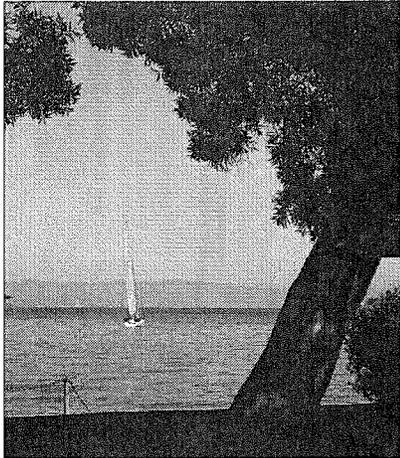
- Identify the historic building's character-defining spaces, features and finishes so that accessibility code-required work will not result in their damage or loss.
- Alterations to historic properties that are designed to improve access for persons with disabilities should create minimal negative effect on the historic character or materials.
- Provide barrier-free access that promotes independence for the disabled to the highest degree practicable, while preserving significant historic features.



Upper photo: Original condition; note single, double-hung windows at right edge of facade.

Middle photo: Early in its history a pair of double-hung windows were added. By the time of this photograph they had taken on significance.

Lower photo: In a later alteration, a decorative arch has been added over the windows. While in character, it does not have historic significance.



Solar angles and predominant wind patterns shift throughout the year, affecting the desired climate control strategy. Research your local climate at the beginning of any project.

Energy Conservation and Generation

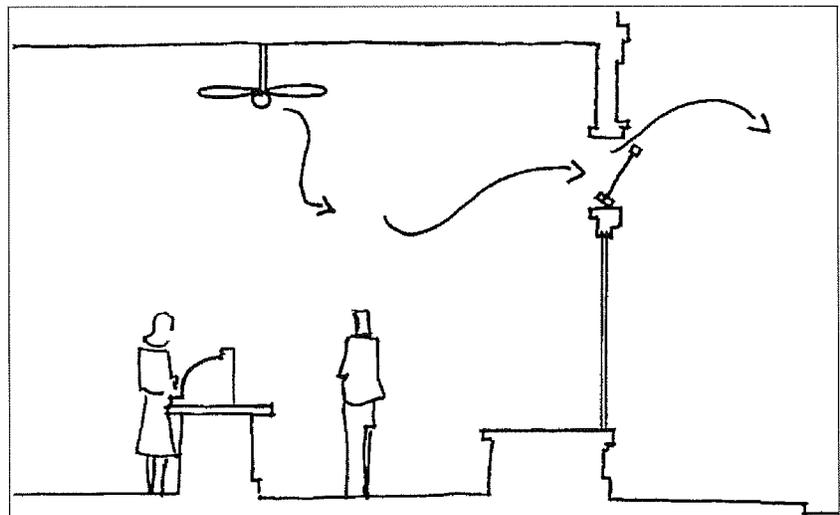
Typically early buildings have inherent energy-efficient advantages. The structure, form and materials should be sensitively improved in energy efficiency terms so that the building authenticity, integrity and character are preserved. Improvements to enhance energy efficiency and energy collection should be planned to retain and complement the original building, site and its context. Retention, maintenance and repair of the original building fabric should prevail over replacement. Weatherizing improvements, such as weather-stripping and storm windows, will be a more energy efficient, cost effective, and historically sensitive approach. The siting of energy collection equipment should not detract from the character of building, site or context.

Building Orientation

While many historic structures and sites have desirable southern orientation, others may not. It is important to understand the orientation of your site and the structures on it prior to beginning an energy conservation or generation project.

Seasonal Design Strategies

Solar angles and predominant wind patterns shift throughout the year, affecting the desired climate control strategy. The desired amount of natural lighting and ventilation can be managed based on these seasonal differences. Research your local climate at the beginning of any project.



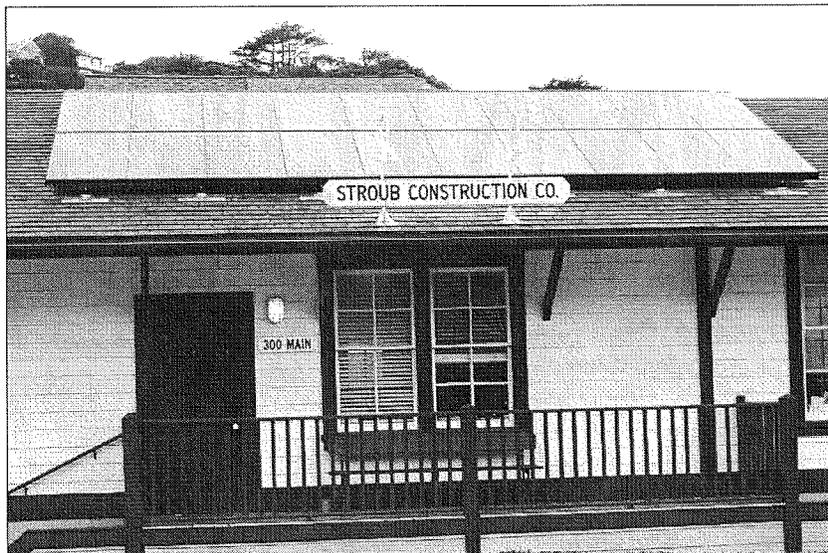
Maintaining operable transom windows on a historic commercial building both preserves its historic character as well as its inherent energy-efficient advantages.

Solar Panels

Solar panels should be located to minimize their effect on the character of a historic building. Roof mounted solar panels should be flush with the roof profile and designed and positioned to have a minimal effect on the character of the structure. Placement should only be considered on secondary and rear facades.

3.90 Solar collectors should not adversely affect the character of the building, building group or setting.

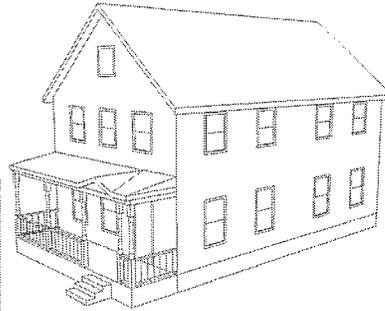
- If attached to the building, solar panels should be sited on side or rear slopes and be mounted flush on the roof when feasible. This will not cause a significant decrease in the device's solar gain capabilities.
- Where possible on secondary facades set panels back from the front facade.
- Use the least invasive methods feasible to attach solar collectors to a historic roof. Design them to be reversible as well.
- Installing integrated photovoltaic systems should be planned where they will not hinder the ability to interpret the historic significance of the structure. For example, solar shingles on a rear or secondary facade would be appropriate.
- Another option is to install solar panels on additions and secondary structures.
- When mounted on the ground, collectors should be located in rear or side yards. Exposed hardware, frames and piping should have a matte finish, and be consistent with the color scheme of the primary structure.



Attach solar collectors to a historic roof in a minimally invasive and reversible manner.



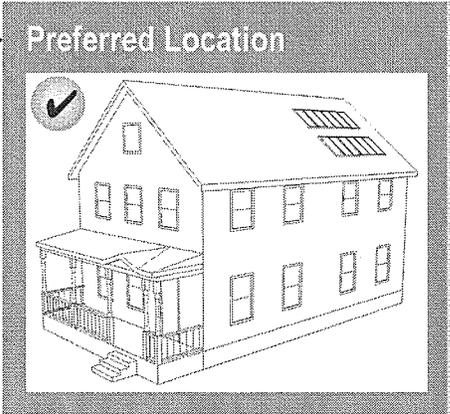
Locating Solar Panels on Historic Buildings



Existing Building:
Front Facing Gable

Features

- Gable facing street, side is south facing

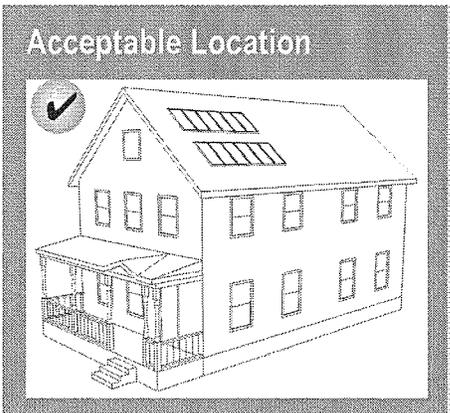


Features

- Panels set back from the front facade
- Panels are flush with the roof

When should I use this approach?

- The building is highly significant
- The context has many intact historic buildings
- Roof is highly visible



Features

- Panels set back from eave, but closer to the front
- Panels are flush with the roof

When should I use this approach?

- The building is a contributor to a district
- Site constraints restrict solar access
- Roof is not highly visible

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Energy Efficiency in Building Design

3.91 Retain and enhance the energy efficiency of the original building.

- Install additional insulation in an attic, basement or crawlspace. Additional insulation is a simple and typically noninvasive, method to make a significant difference in a building's energy efficiency.
- Retain, repair or restore original shutters, awnings and porches as appropriate. Operable features such as these will increase the range of conditions in which a building is comfortable without mechanical climate controls.
- Retain and repair original roof material.
- Install draft stoppers in a chimney. Open chimney dampeners can increase energy costs by up to 30 percent.

3.92 Enhance the energy efficiency of original windows and doors.

- Retain the original window frame and glazing.
- Repair original windows and doors rather than replace.
- Safeguard, retain and reuse early glass, taking special care in putty replacement.
- Maintain the glazing compound regularly. Remove old putty with care.
- Weather strip original framework.
- Place storm windows internally to avoid the impact upon external appearance.
- Use storm window inserts designed to match the original frame if placed externally.
- Double pane glazing may be acceptable where original glazing has been lost and the frame can support the weight and profile. A storm window is still more efficient however.

Energy Efficiency Strategy

Follow these basic steps when considering alterations for energy efficiency:

Step 1

~~First~~ **M**aintain building components in sound condition.

Step 2

~~Then~~ **M**aximize inherent sustainable qualities.

Step 3

~~Next~~ **D**esign landscapes to conserve resources.

Step 4

~~Finally~~ **A**dd new technologies sensitively.

Residential Building Energy Efficiency Diagram

This diagram summarizes the principal direction in the guidelines for energy efficiency and energy collection. These measures can enhance energy efficiency while retaining the integrity of the historic structure.

Chimney

- Install draft stopper

Attic

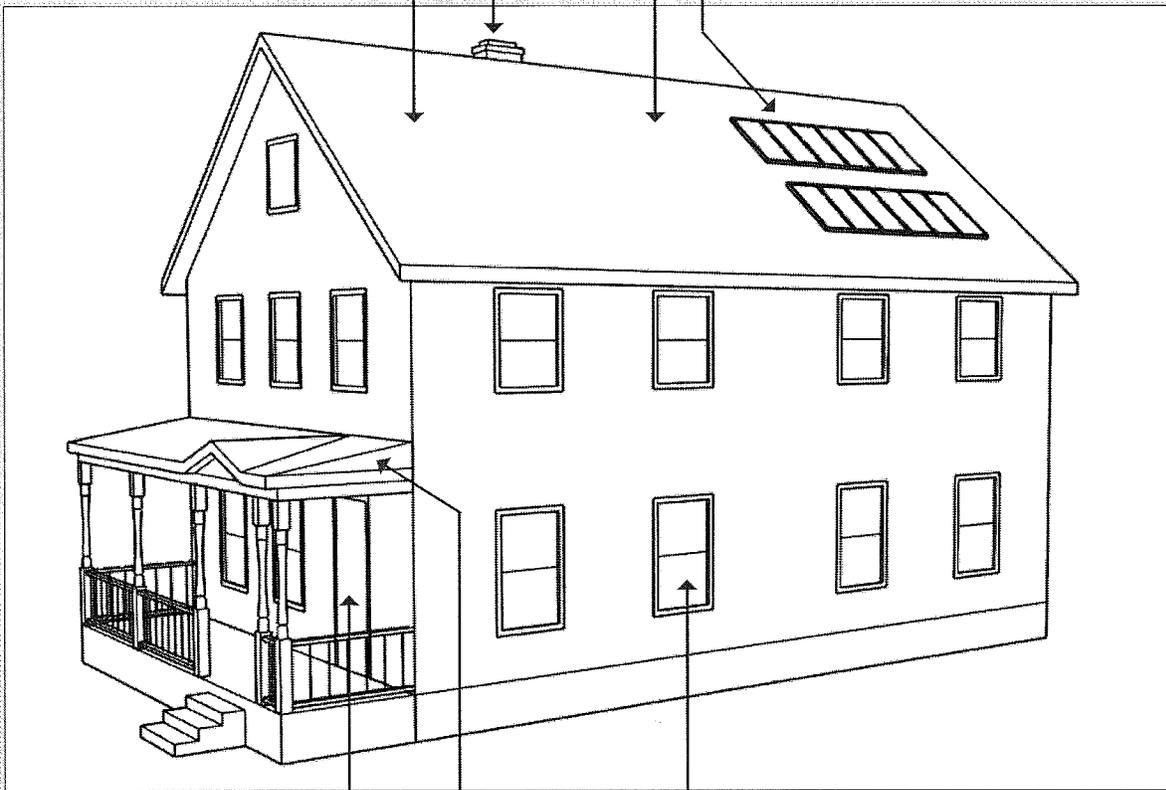
- Insulate internally

Roof Material

- Retain & repair

Solar Panels

- Set back from primary facade



Doors

- Retain & repair original or early doors
- Weatherstrip

Shutters, Awnings & Porches

- Restore porches and awnings

Windows

- Repair & retain original or early windows
- Retain original glass
- Enhance thermal & acoustic efficiency with storm windows (preferable interior)
- Weatherstrip

Energy Efficiency in Site Design

Site designs, including landscapes and structures, should take advantage of microclimatic conditions for energy conservation. Consider solar and wind exposure in all seasons, as well as topography, in siting decisions.

3.93 Design landscapes and site features to promote energy efficiency.

- Position new landscape features to take advantage of the shade and wind break effects for the building.
- Locate deciduous trees and vegetation to provide for summer shading and allow winter solar access.
- Locate vegetation to provide wind protection in the stormy seasons while not blocking cooling breezes in warmer months (do not block wind collectors).
- Use efficient site lighting to minimize the amount of fixtures needed.
- Shield fixtures to minimize light spill onto adjacent properties and into the night sky.

3.94 Provide natural stormwater drainage systems on site.

- Utilize natural storm water drainage and retention basins.
- Line drainage and detention areas with porous materials to promote percolation into the soil.
- Use porous paving materials to the maximum extent feasible. Where impervious paving materials must be used, drain to natural drainage and retention basins on site.

Residential Site Energy Efficiency Diagram

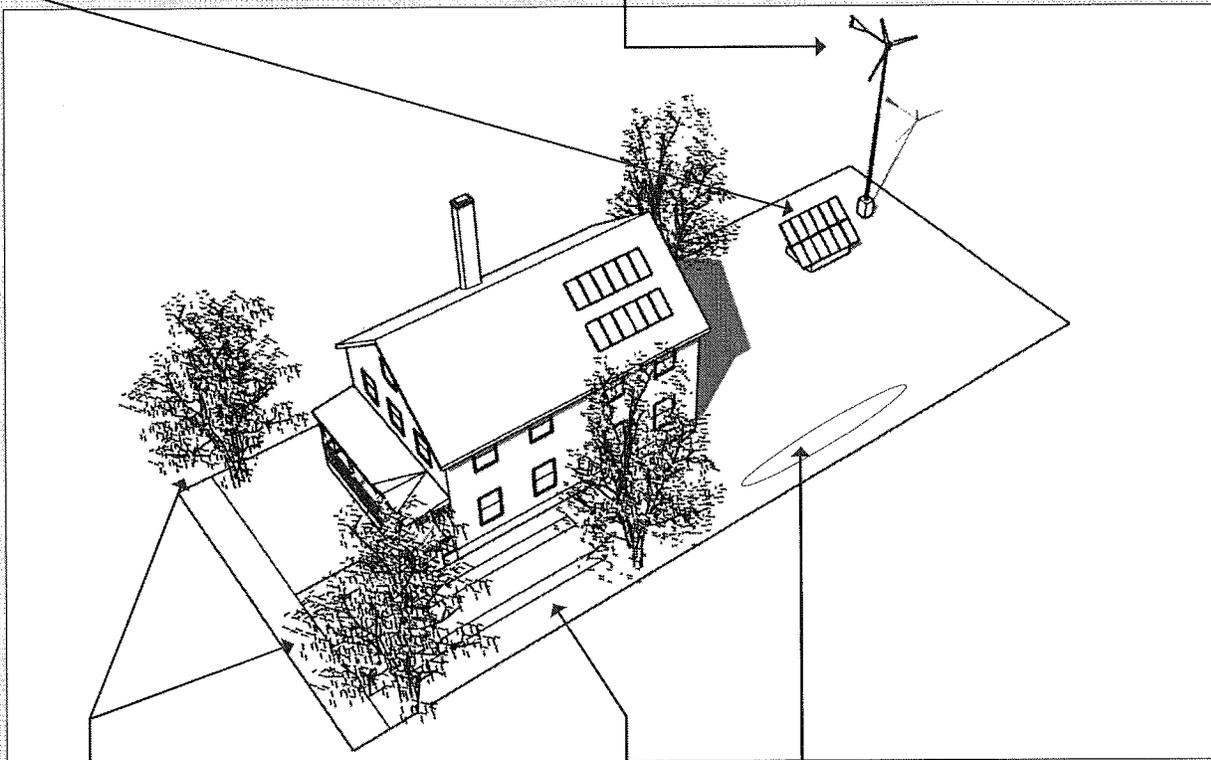
The following diagram summarizes the principal direction in the guidelines for energy efficiency in site design. The diagram covers measures to enhance the energy efficiency of a historic or existing structure as well as strategies for energy collection and resource protection.

Solar Collectors

- Locate site solar collectors where they will not be shaded by the building, significant vegetation or secondary structures.

Wind Collectors

- Locate wind collectors where they will have the lowest visual impact.



Vegetation

- Locate deciduous trees and vegetation to provide for summer shading and allow winter solar access.
- Locate vegetation to provide wind protection in the wintertime while not blocking summer breezes (do not block wind collectors).

Site Drainage & Detention Areas

- Utilize natural storm water drainage and retention basins.

Paved Surfaces

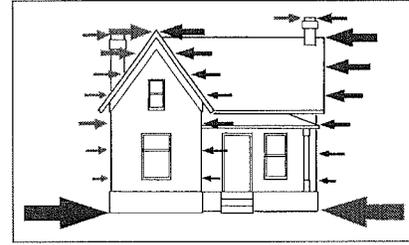
- Use porous paving materials to the maximum extent feasible. Where impervious paving materials must be used, drain to natural drainage and retention basins on site.

Seismic Retrofitting

Many of Sausalito's historic structures were built when there was less knowledge of seismic design and building codes were less restrictive, making them vulnerable to damage in earthquakes. However, today there are methods of reducing the risk of earthquake damage. If carefully planned and executed, retrofitting techniques can upgrade the safety of a structure while at the same time being sensitive to its historic fabric. The first step in retrofitting a building is to examine the structure and identify its weak points and features that can be strengthened and reinforced. By upgrading such features as foundations, floors, ceilings, walls, columns and roofs, property owners can improve the resiliency of their historic buildings. When retrofitting a historic structure to improve its ability to withstand seismic events, any negative impacts upon historic features and building materials should be minimized.

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

- Building materials used in seismic retrofitting should be located on the interior and/or blended with other existing architectural features.
- Preserving an ornamental detail by bracing it is preferred over removing it.
- See Appendix B for more information on earthquake retrofit programs.



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