



TOWN OF ELIZABETH

**TOWN OF ELIZABETH
HISTORIC ADVISORY BOARD WORKSHOP AND REGULAR MEETING
Monday, May 01, 2023 at 4:30 PM – Amended 4/28/23
Town Hall, 151 S. Banner Street**

CALL TO ORDER

ROLL CALL

AGENDA CHANGES

UNSCHEDULED PUBLIC COMMENT

CONSENT AGENDA

1. Minutes of the regular meeting of April 3, 2023

NEW BUSINESS

2. Discussion and possible action on Local Historic Register Application – Zach Higgins
3. Discussion regarding oral history training with DOLA - Zach Higgins
4. Discussion regarding Elizabeth Birthday Bash – Zach Higgins
5. Discussion regarding the Historic Walk and Talk – Zach Higgins
6. Discussion regarding demolition of historic properties (174 S Banner & 333 E Broadway) – Zach Higgins
7. Discussion regarding the creation of a Historic District and Update to Design Guidelines – Zach Higgins

OLD BUSINESS

8. Discussion regarding pursuit of additional Local Historic Registered Properties – Zach Higgins

STAFF REPORT

9. Staff Report

BOARD REPORTS

ADJOURNMENT

The Regular Meeting Will Begin Immediately After the Technology Workshop.



**HISTORIC ADVISORY BOARD – RECORD OF PROCEEDINGS
APRIL 3, 2023**

CALL TO ORDER

The Regular Meeting of the Historic Advisory Board was called to order on Monday, April 3, 2023, at 4:35 PM by Chair John Quest.

ROLL CALL

Present were Chair John Quest, Vice Chair Aimee Woodall, Board Members, Bob Rasmussen, Ronnie Curtis, and Denny Boehler. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Town Clerk Michelle Oeser, Planner/Project Manager Alexandra Cramer, and Community Development Administrative Assistant Dianna Hiatt.

AGENDA CHANGES

There were no changes to the agenda as presented.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled Public Comment.

MINUTES

1. Regular Minutes of March 6, 2023

Motion by Mr. Rasmussen, seconded by Vice Chair Woodall, to approve the minutes from March 6, 2023, as presented.

The vote of those Board Members present was unanimously in favor. Motion carried.

NEW BUSINESS

2. Discussion regarding creation of Historic District and Update to Design Guidelines
Community Development Director Zach Higgins provided a staff report. Staff and Board discussion followed.



3. Discussion regarding pursuit of additional Local Historic Register Properties

Mr. Higgins provided a staff report. Staff and Board discussion followed.

4. Discussion regarding Oral History Collection

Mr. Higgins provided a staff report. Staff and Board discussion followed.

5. Discussion and possible action regarding Historic Plaque Design

Mr. Higgins provided a staff report. Staff and Board discussion followed.

6. Discussion and possible action regarding May Historic Preservation Month Event

Mr. Higgins provided a staff report. Staff and Board discussion followed.

7. Discussion regarding Local Historic Register Application

Mr. Higgins presented the Board with an updated registration application form.

STAFF REPORTS

- Mr. Higgins reviewed his written report that was provided to the Board.

BOARD REPORTS

There were no reports from the Board.

ADJOURNMENT

Motion by Vice Chair Woodall, seconded by Mr. Rasmussen, to adjourn the meeting at 6:21 PM. The vote of those Board Members present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

Chair John Quest



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding Local Historic Register Application

SUMMARY

At the last Historic Advisory Board meeting, Staff distributed a draft of a Local Historic Register Application to be reviewed. This application would be utilized in the process of adding properties to the Town of Elizabeth's Local Historic Register.

STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board provide additional feedback to be integrated or formal recommendation for approval.

ATTACHMENTS

Local Historic Register Application



**Town of Elizabeth
Community Development Department**

303-646-4166 x4
151 S Banner St, Elizabeth, CO 80107
www.townofelizabeth.org/cd/page/historic-preservation-program

Application received

Date

Fee Paid

Local Historic Register Application

Residential: \$
Non-Residential \$

Elizabeth Municipal Code Section 16-11-20 (b) Eligibility Criteria

(1) Properties or districts shall be at least fifty (50) years old and meet one or more of the following criteria in order to be considered for designation:

- a. Association with events that have made a significant contribution to history
- b. Connection with persons significant in history
- c. Distinctive characteristics of a type, period, method of construction, or artisan
- d. Geographic importance
- e. Possibility to yield important information related to prehistory or history

([Ord. 22-09](#), §2 9-27-2022)

(Section 16-11-30 Designation procedure)

Property Information	Property Address	
	Parcel Number	
	Legal Description	
	Total Lot Square Footage	Zoning
	Total Building Square Footage	Year Built
	Architectural Style/Engineering Type	
Historic Information	Historic Name	
	Other Names	
	Original Owner	
	If Applicable = original location of building; date moved to current location	
	Eligibility criteria met (circle all that apply) a. Association with events that have made a significant contribution to history b. Connection with persons significant in history c. Distinctive characteristics of a type, period, method of construction or artisan d. Geographic importance e. Possibility to yield important information related to prehistory or history	

	Historic Narrative	
	Historic Functions	
	Current Functions	
	Significant Dates	
	Significant People	
	Significance Statement	
Contact Info	Name	Preparer <i>(If different from property owner)</i>
	Address	
	City, State, Zip	
	Phone	
	Email	
	<i>The applicant will be the primary contact unless otherwise noted.</i>	
Application Information Required	<p>Attachment Checklist</p> <p>The following list of attachments are required to accompany all applications</p> <ul style="list-style-type: none"> <input type="checkbox"/> A. Site plan detailing the property (Refer to site plan requirements sheet.) <input type="checkbox"/> B. Application if required <input type="checkbox"/> C. Photographs <input type="checkbox"/> D. Color samples <input type="checkbox"/> E. Additional information to justify the request. 	
	<p>By signing below, the property owner and applicant are representing that each understands and agrees to the following terms:</p>	
	<ol style="list-style-type: none"> 1. Authorized personnel from the Town of Elizabeth are hereby granted the right to enter the subject property for the purposes of reviewing and processing the application. 2. There are no known hazards or vicious animals present on the subject property. 3. All information contained in this application is true and accurate to the best of my knowledge. 4. The Town of Elizabeth is under no obligation to approve the request contained in this application. No promises of approval are conveyed with the acceptance of this application. 5. It is highly recommended that a licensed surveyor completes a property survey before any construction takes place. The property owner is responsible for any construction that takes place within the boundaries of their property. The city may require any construction built outside of the property legal boundaries or within any setbacks (by intent or error) to be removed at the owner's expense. 	

Terms	Property Owner	
	I certify or affirm that I am the _____ sole owner, _____ partial owner, or _____ legally designated representative of the owners of the property located at _____.	
Signatures	Print Name	
	Signature	Date
	<i>Each partial property owner must sign a separate form.</i>	
	Preparer (If different from Property Owner)	
	Print Name	
	Signature	Date

Office Use Only	Community Development Review	
	Application received by (Staff member)	Date
	Hearing date	Project #
	Application reviewed by	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Administrative Approval
	Date	



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding Oral History Training with DOLA

SUMMARY

Per the direction of the Historic Advisory Board, Staff has reached out to History of Colorado and received a contact to help with oral history training. This representative is available to do a Zoom or an in-person consultation, which could be done during a regularly scheduled Historic Advisory Board meeting.

STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board provide direction regarding the type of meeting and the dates they would prefer this training to take place.



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding Elizabeth Birthday Bash

SUMMARY

The Board of Trustees requested that the Historic Advisory Board provide historical facts for the Elizabeth Birthday Bash. The Historic Advisory Board agreed to provide materials. The HAB has discussed updating the Historical Facts brochure as well as providing additional facts to be verbally given at the event.

STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board decide on what historical facts should be given to the Board of Trustees to present at the Elizabeth Birthday Bash.



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding Historic Walk and Talk

SUMMARY

The Historic Walk and Talk is scheduled for September 30th. A representative is needed to be a lead contact for this event, along with other Historic Advisory Board events. These duties would include talking to the businesses that are involved with the Historic Walk and Talk and help coordinate with them on what to discuss. In addition, the HAB and Staff need to coordinate who will present the talk for the event. In previous years the American Legion Hall has been utilized for the lunch after the event. The Gesin Lot is also available to be utilized for a lunch gathering after the event. Tents and tables can be rented for this.

STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board decide on a board member to be the event coordinator for the Historic Walk and Talk. The Historic Advisory Board should also decide on whether to pursue the Gesin Lot, tents and tables for the event.



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding Demolition of Historic Properties (174 S Banner & 333 E Broadway)

SUMMARY

The Town of Elizabeth is pursuing the demolition of two structures located at 174 S Banner and 333 E Broadway. According to County records, the house at 174 S Banner was built in 1900 and the structure at 333 E Broadway was built in 1910. However, these buildings have not been included in the previous two historical studies completed by Square Moon and HistoryMatters, LLC to have intensive studies completed. The Town of Elizabeth is the applicant in this project. The Town purchased the properties with the intention of creating public parking which would largely serve the Downtown businesses and events.

STAFF RECOMMENDATION

Staff has no recommendation at this time.



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding the Creation of a Historic District and Update to Design Guidelines

SUMMARY

The public meeting being held to discuss the creation of a historic district and update to the design guidelines is scheduled for May 8th. Staff and the HAB have put together presentation materials for the public meeting. These materials include a PowerPoint presentation, a historic district boundary map, and the updates to the Chapter 6 Design Guidelines that will be presented to the public.

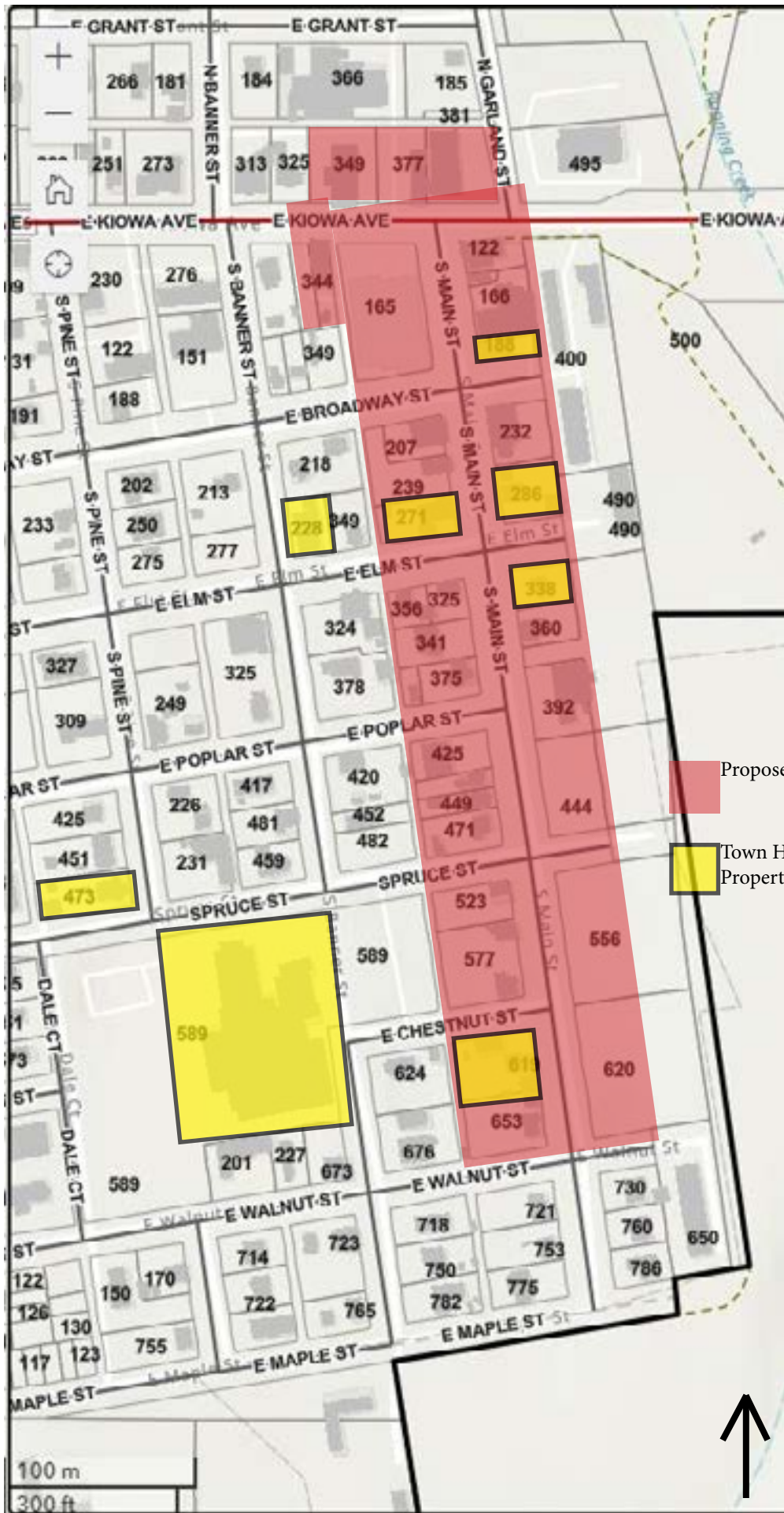
STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board provide Staff direction regarding the finalization of presentation materials.

ATTACHMENTS

Historic District Boundary

Updated Chapter 6 Guidelines



Proposed Historic District

Town Historic Designated Properties

N

CHAPTER 6: HISTORIC PRESERVATION

Section 1: INTRODUCTION

1. Application:

- a. To recognize historic buildings as significant community assets and promote their preservation and/or restoration.
- b. These guidelines shall be applied to any structure that is 50 years old or older throughout the Town of Elizabeth.
- c. New structures outside of an historic district shall comply with other chapters of the Town of Elizabeth Design Standards and Guidelines.
- d. More specific standards and guidelines within an historic district for historic structures and non-contributing existing structures are identified herein.
- e. New structures within an historic district are classified as infill and shall comply with standards and guidelines as noted herein.

2. Definitions:

- a. Contributing structures: Contributing Building or Structure. The subject property has been listed as a contributing building or structure or nominated for inclusion and/or listed on the national or state register of historic places. A contributing resource adds to the historic associations and historic architectural qualities for which the district is significant. Contributing structure ~~or include~~ structures that were built during the historic period of significance, using one or a portion of the building styles noted in the appendix. ~~Or new construction that adopted one the building styles noted~~
- b. Non-contributing structures: A building, site, structure or object that does not add to the historic significance. However, they are an important element in the community. Appropriate treatment of these buildings has a positive effect on the neighboring areas. Therefore, alterations to non-contributing buildings located within the historic district are subject to review by the HAB.
- c. Historic Period of Significance: 1882 - 1930

Commented [AW1]: I don't like this addition here - I think we are overstepping.

3. Brief history of Town of Elizabeth:

Elizabeth began in 1855 as a sawmill camp operated by the Weber Brothers along the bank of Running Creek. A few years later, in 1858, gold was discovered in the creek. A gold rush followed, but the quality and quantity of the gold never led to a boom for the Town. However, settlers did steadily move in, to work the land. The economic activity of the Town revolved around logging, farming, cattle ranching and dairy farming. These activities served the needs of residents of Elizabeth and Denver as well.

In 1880, Thomas Phillips, who was a local rancher, gave a plot of land for annexation to the Town. The land was three blocks square and to the southeast of Town. Mr. Garland also donated land from his ranch to the north of Town. The Town was surveyed and platted in May 1882.

Town of Elizabeth Design Standards and Guidelines

The Town was incorporated on October 10, 1890 and had a population of 300. By 1901, Elizabeth had several businesses offering general merchandise, lumber, creamery products, feed and other services.

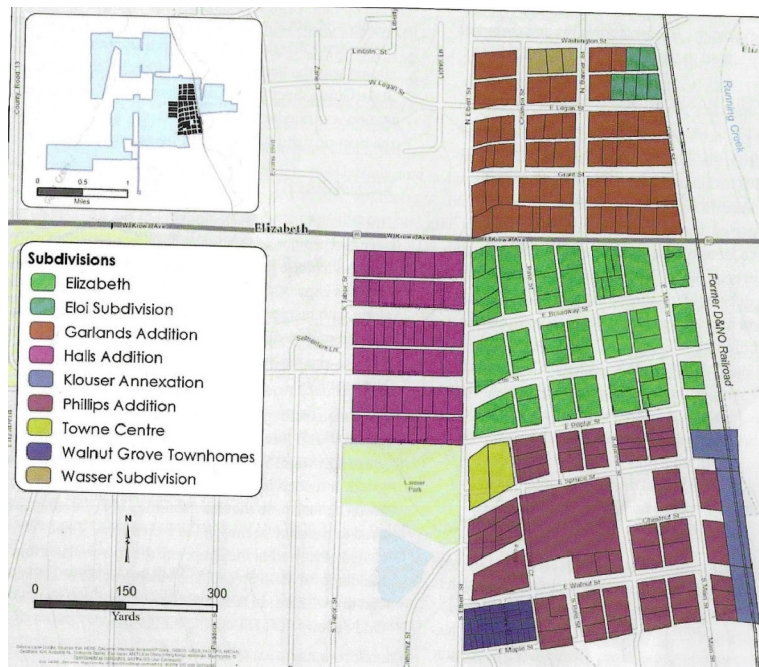
The community prospered until 1921 when the slump in the regional economy occurred. Cattle prices fell and local ranches were adversely affected. The depression of the 1930's further aggravated the economic problems of the area. Following a 1935 flood in Elbert County, the railroad tracks that ran through Elizabeth were torn out. For the next thirty years, the Town suffered an economic decline. The population of the community declined from 326 in 1920 to 250 in 1960. Transportation improvements in the region in 1960's brought the community closer to the metropolitan area and the community began to grow slightly.

As the character of the Town began to change, Elizabeth experienced the tensions and fears of a community losing its rural identity.

In the decades of the 1970's and 1980's the community was faced with many decisions as to how or whether it should be part of the urbanization in the metropolitan area. While the community has been considering its growth options the area surrounding Elizabeth has experienced significant development.

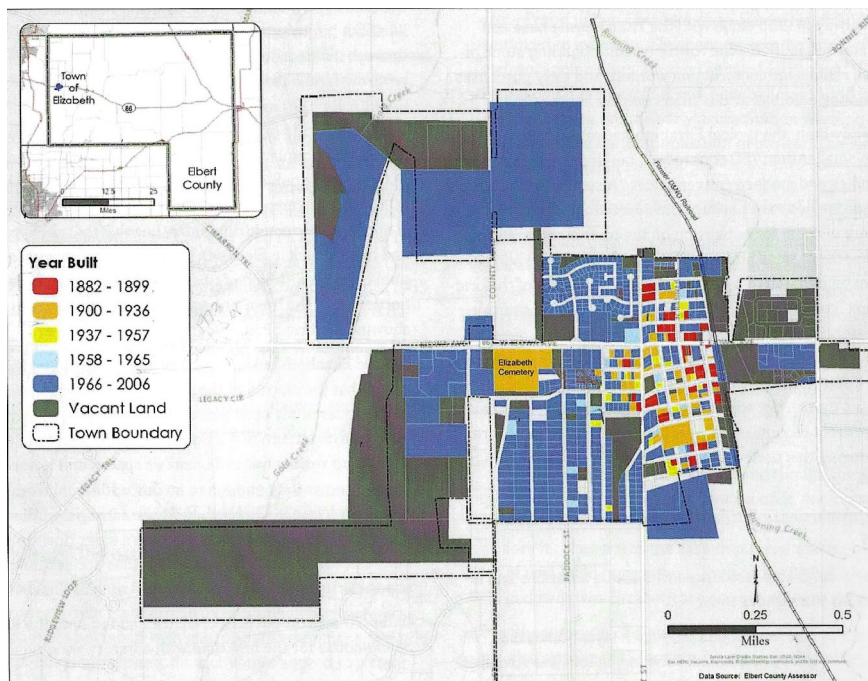
The historic period therefore that is of interest in this guideline is from 1882 to 1930.

The following illustration shows the numerous additions to the town plat including the Garland Addition and the original Town of Elizabeth which includes in whole or in part the Land donated by Thomas Phillips. These nine areas are the original historic Elizabeth and is referred to as Old Town Elizabeth.



Old Town Elizabeth. Illustration prepared by Square Moon Consultants LLC.

In 2017 an inventory of all structures in Old Town Elizabeth and surrounding areas was completed to establish the age of each by determining the date it was built. The following illustration indicates the findings of this effort which strongly suggests the majority of the older structures reside in Old Town. Therefore the focus and application of these preservation guidelines will be in this area of Elizabeth but ~~by~~ no means will the application of them be limited except by the current or subsequent additions to the boundaries of the Town of Elizabeth.



Structure Age Inventory. Illustration prepared by Square Moon Consultants LLC.

4. Elizabeth Historic District(s):

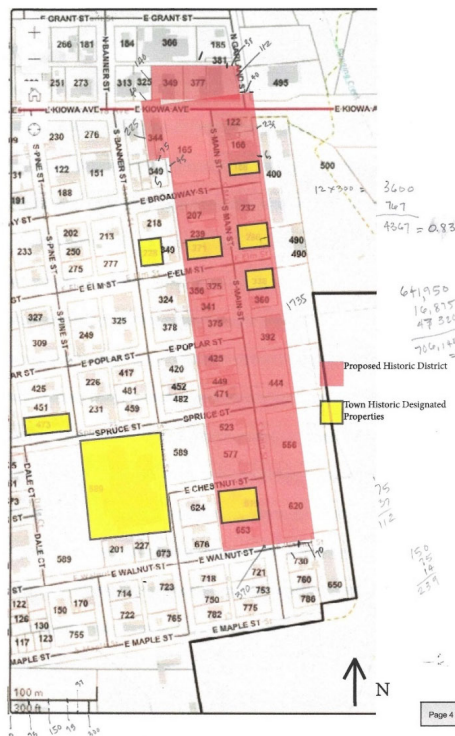
Two studies commissioned by the Town of Elizabeth between 2015 and 2019 recommended establishing historic districts. Property owners within these districts would then be able to access possible funding options and other opportunities that would be to their benefit. In 2015 the Main Street Board completed the Downtown Strategic Plan. This plan addressed the importance of historic preservation. Early in 2023 a workshop was held between the Main Street Board and the Historic Advisory Board to explore the historic district issue. The outcome of this workshop was to pursue the concept of a Main Street Historic District and postpone consideration of other historic

Commented [AW2]: We should be more clear about what these 'other' opportunities might be

districts within the Town of Elizabeth.

- a. "The Main Street Historic District is rectangular in shape including both sides of Main Street extending from East Walnut Street on the south side of the proposed district to lots on the north and south sides of Kiowa Ave. (Highway 86) on the north end. The boundary length totals 0.83 miles and encompasses approximately 16.2 acres. More specifically the District Includes the lots as noted below:
East side of Main Street: 122, 166, 188, 232, 286, 338, 360, 392, 444, 556, 620.
West side of Main Street: 165, 207, 239, 271, 356, 375, 341, 375, 425, 449, 471, 523, 577, 651, 653.
Kiowa Ave: 344, 349, 377.

b. The following illustration shows the extents of the Main Street Historic District.



5. Elizabeth Historic Advisory Board (HAB):

The Town of Elizabeth is a Certified Local Government through History Colorado. The Historic Preservation program exists to protect the town's architectural and cultural heritage by protection of its historic resources and providing incentives for historic preservation. The Historic Preservation Program is governed by a Historic Advisory Board who reports to the Town of Elizabeth's Board of Trustees.

The HAB is defined in Section 2-8-10 and 2-8-20 of Ordinance 22-07 of the Elizabeth Municipal Code. Additional description regarding the responsibilities and authority of the HAB, as well as definitions, historic building designation procedures, and requirements of listed or registered properties are defined throughout Section 16 of Ordinance 22-07.3.

Section 2: WHY PRESERVE HISTORIC RESOURCES

1. Quality of Life:

When groups of buildings occur together in an historic district, they create a street scene that is “pedestrian friendly,” which encourages walking and personal interaction. Architectural features contribute to a sense of identity that is unique for the district, an attribute that is rare and difficult to achieve in newer areas.

2. Environmental Benefits:

Preserving an historic structure is also a sound environmental conservation policy because recycling saves energy and reduces the need for producing new construction materials. Three types of energy savings occur. First, no energy is consumed to demolish the existing building and dispose of the resulting debris. Second, energy is not used to create new building materials, transport them and assemble them on site. Third, the embodied energy, that which was used to create the original building and its components, is preserved. By reusing an historic building and the materials it was constructed with, pressure is also reduced to harvest new lumber and other materials that also may have negative effect on the environment of other locales where these materials are produced.

3. Economic Benefits:

Historic resources are finite and cannot be replaced, making them precious commodities that many buyers seek. Therefore, preservation adds value to private property. Numerous national studies document where local historic districts are established, property values typically rise or at least are stabilized. In this sense, designation of a district appears to help establish a climate for investment. Property owners within the districts know the time and money they spend on improving their properties will be matched with similar efforts on surrounding lots. They know these investments will not be undermined by inappropriate construction next door.

The condition of neighboring properties also affects the value of one’s own property, people invest in a neighborhood as much as the individual structure itself and, in historic and overlay districts

where investment is attracted, property owners recognize that each benefits from the commitment of their neighbors. An indication of the success of historic preservation is that the number of designated districts across the country has increased, due to local support, such that an estimated 1,000,000 properties, both as individual landmarks and in historic districts are under local jurisdictions. Historic preservation returns under-utilized buildings to productive use. This can lead to reinvestment and increased tax revenue for local communities. According to the study, Colorado's historic areas and districts are providing affordable housing to citizens of all economic levels.

Depending on the extent of work needed, rehabilitating a historic building can cost less than constructing a new one. In fact, the guidelines for rehabilitation of historic structures presented in this document promote cost-saving measures. They encourage smaller and simpler solutions, which in themselves provide savings. Preserving building elements that are in good repair is preferred, for example, rather than replacing them.

This typically is less expensive. In some instances, appropriate restoration procedures may cost more than less sensitive treatments. In such cases, property owners are compensated for this extra effort, to some extent, in lower future maintenance costs and in the added value that historic district designation provides.

In Colorado, the economic benefits of historic preservation have been documented in *The Economic Benefits of Historic Preservation in Colorado*, a study done for the Colorado Historical Foundation in 2005. The study found that historic preservation efforts throughout Colorado, including its rural areas, act as a powerful engine for economic development. According to the study, grants and other incentives for historic rehabilitation projects have resulted in \$918.4 million in direct expenditures. Indirect impacts generated by rebuilding and revitalization amounted to over \$1.5 billion and 29,000 jobs between 1981 and 2002.

4. Incentives for Preservation:

While these economic benefits are substantial, special incentives also exist to help offset potential added costs tax credits are offered at the federal and state levels for appropriate rehabilitation and restoration. Grants are available from the Colorado State Historical Fund. Contact the Town of Elizabeth for more information regarding these incentives.

5. Responsibilities of Ownership:

Ownership of an historic property carries both the benefits described in sections A-D above, as well as implicit responsibility to respect the historic character of the property and its setting. While this responsibility does exist, it does not automatically translate into higher construction or maintenance costs. In the case of new construction, for example, these design guidelines focus on where a building should be located on a site, and what its basic scale should be and its appropriate character. The guidelines are not intended to dictate but strongly recommend the style of the new building especially within a historic district.

Ultimately, residents and property owners should recognize that historic preservation is a long-range community policy that promotes economic well-being and overall viability of Elizabeth; the community plays a vital role in helping to implement that policy through careful stewardship of the town's historic resources.

6. Preservation goals for the Town of Elizabeth:

The overall design goal for the Elizabeth Historic Advisory Board and for Elizabeth's local landmarks is to preserve the integrity of its individual historic sites and structures, and the character of its streetscapes that are unique and irreplaceable assets to the Town.

Section 3: BASIC PRESERVATION THEORY

The inventory of structures that could be classified as “historic” starting with its age and applying other factors established by the U.S. Government generated a list for Elizabeth of 85 possible historic properties in and around Old Town Elizabeth. Intensive surveys are ongoing and as of 2023 there are eight properties that have achieved local historic registration with 3 more under consideration, one property having State of Colorado registration and one having National registration. It is important to note that to be considered for historic registration the property owner decides if they want to be considered.

1. What makes a property historically significant:

In general, properties must be at least 50 years old before they can be evaluated for potential historic significance, although exceptions do exist when a more recent property clearly has historical value. A property may be significant for one or more of the following reasons:

- a. Exemplary Property. The subject property exemplifies or reflects the city’s cultural, social, economic, political, engineering or architectural history.
- b. Historic Significance. The subject property is identified with a historically important person or persons, or with an important event in the history of the city, region, state or nation.
- c. Architectural Significance. The subject property embodies the distinguishing characteristics of an architectural style, type, or specimen valuable for the study of a period, type, or method of construction, or the use of indigenous materials or craftsmanship.
- d. Noted Designer. The subject property is representative of the work of a notable or master architect, builder, engineer or designer whose work influenced architecture, building, design or development in the city, region, state or nation.
- e. Archeological Importance. The subject property contains or reflects significant archeological importance.

2. Concept of Integrity:

A property also must have integrity, in that a sufficient percentage of the structure must date from the historic period. The majority of the building’s structural system and materials should date from

the historic period and its character-defining features also should remain intact. These may include architectural details such as dormers, porches, ornamental brackets, moldings and materials, as well as the overall mass and form of the building. These elements allow a building to be recognized as a product of its own time.

3. Alterations:

Many historic buildings in the Town of Elizabeth have elements that were significantly revised more than 50 years ago in the early to mid-20th century. These revisions should be considered part of the history of the building, and their removal should be carefully considered. Only when these elements are to be replaced with accurate restoration should they be demolished.

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

In contrast, more recent alterations often have no historic significance. Some additions detract from the character of the building and may obscure significant features, particularly enclosed porches. Removing such additions or alterations may be considered in a rehabilitation project.

This tradition of alterations is anticipated to continue. It is important, however, that new alterations be designed in such a manner that they preserve the historic character of the primary structure.

Section 4: PRESERVATION PRINCIPALS AND GLOSSARY OF PRESERVATION APPROACH

1. Preservation principals that should be applied to all historic properties:

- a. Respect the historic design character of the building. Don't try to change its style or make it look older than its actual age. Confusing the character by mixing elements of different styles can weaken the appearance and historic quality of the structure. Refer to the appendix which identifies the most common building styles found in Elizabeth. Also noted are the components that identify the differences between them. Use these as a guide for preservation work.
- b. Seek uses that are compatible with the historic character and functional configuration of the building. Building uses that are closely related to the original use are preferred. Every reasonable effort should be made to provide a compatible use for the building that will require minimal alteration to the building and its site.

~~e.~~ Property owners should consider the impacts that some changes in use would have upon their historic properties, since this may affect design considerations that are reviewed by the Community Development Department. Check the Land Use Codes (LUC) to determine which uses are allowed.
(restate as it applies to Town policy/departments)

~~c.~~
d. Changes in use requiring the least alteration to significant elements are preferred. In some instances, however, a radical change in use may be necessary to keep the building in active service. In order to adapt a building to the proposed new use the alterations may be too extreme

and the proposed loss of historic building fabric would require a reassessment of a more appropriate use. Experience has shown that in most cases designs can be developed that respect the historic integrity of the building while also accommodating new functions. Note that more radical changes in use can make projects more expensive or result in the loss of significant features. Carefully evaluate the cost of alteration, as adaptation for a radical change may prove too costly or destroy too many significant features.

- e. Distinctive stylistic features or examples of skilled craftsmanship should be treated with sensitivity. The best preservation procedure is to maintain historic features from the outset to prevent the need for intervention. Protection includes the maintenance of historic material through treatments such as rust removal, caulking, limited paint removal and reapplication of paint.
- f. Preserve any existing original site features or original building materials and features. Preserve original site features such as rock retaining walls and outbuildings. Avoid removing or altering original materials and features. Preserve original doors, windows, porches and other architectural features.
- g. Replicate deteriorated historic features only when the existing materials cannot be repaired or when repair is economically unfeasible. Where replacement of a feature is required, the new feature shall match as closely as possible to the old in design, texture and other visual qualities and, where possible, materials.
- h. Infill (new structures) projects within a historic district do not have to replicate a historical building. But massing, color, materials, canopies, character, window and door proportions must respect those neighboring historical structures. Each new structure must create a sense of space inviting visitors to linger and return often.

2. Glossary for Choosing an Approach:

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

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

- c. **Restoration.** The process of reproducing the appearance of a building exactly as it looked at a particular moment in time. This may include the removal of later work or the replacement of missing historic features.
- d. **Remodeling.** The process of changing the historic design of a building. The appearance is altered by removing original details and by adding new features that are often out of character with the original. Remodeling of a historic structure is inappropriate due to the loss of original fabric.
- e. **Reconstruction.** The process of rebuilding a structure, or a portion of a structure, that no longer exists exactly as it appeared historically.

Section 5: REHABILITATION GUIDELINES

1. **Intent:**

The guidelines contained within this document are based on the Secretary of the Interior's Standards for the Treatment of Historic Properties, specifically the guidelines for rehabilitating historic buildings. The Town of Elizabeth guidelines are an interpretation of the Standards tailored for situations commonly encountered in Elizabeth. The Secretary's Standards can be found at <http://www.nps.gov/hps/tps/tax/rhb/guide.htm>

2. **Contributing Structures:**

a. Underlying Design Principles

~~Elizabeth~~ Downtown Elizabeth's historic character derives from the large number of intact buildings built at the end of the 19th Century and in the first decades of the 20th Century. The scale and historic character of the town have been retained to a great extent because land use patterns have remained essentially the same.

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. 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.

b. Character-defining Features

i. Preserve and Restore Significant Stylistic and Architectural Features

Rehabilitation and restoration projects shall preserve the distinctive architectural character and material qualities of the building. See the appendix for the predominate architectural style(s) ~~is in~~ Elizabeth, both residential and commercial. Significant details are noted therein.

- 1) 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.
- 2) Elements that have gained significance should be retained and repaired rather than replaced, if possible.
- 3) The most stringent review will be applied to the primary street-facing façade that exhibits the main character-defining elements of the building, or a façade prominently visible from a public street or heavy-traffic area
- 4) Less prominent facades, such as those that face an alley and are not highly visible from the streets will be reviewed more leniently.

ii. Guidelines

- 1) Character-defining features should not be altered, obscured or removed.
 - a) Historic photographs of Elizabeth and its commercial buildings are widely available and should be used when determining the original character of a building.
- 2) If a street front has been altered, restoring it to the original design is preferred.
 - a) Missing or deteriorated façade features should be restored or rebuilt based on historic evidence, not conjecture.
 - b) If evidence of the original design is missing, use a simplified interpretation of similar elements. The new element should be similar to comparable features in general size, shape, texture, material and finish.
 - c) Alterations, when design or materials are not consistent with the original design, nor historically significant in their own right, should be removed.
 - d) Original street front elements that still exist should be uncovered.
 - e) Original openings should be uncovered where possible, and existing openings should be left open and maintained in their original configuration. New openings should be in proportion to other openings and façade elements.
 - f) Multiple street fronts within the same building should be visually compatible in terms of scale, alignment, color, materials and historic elements. It is important to prevent the whole building from being compromised by tenant individuality.
- 3) Alternative designs that are contemporary interpretations of traditional street fronts

may be considered where the historic façade is missing and no evidence of it exists.

- a) Where the original is ~~mission-missing~~ and no evidence of its character exists, a new design that uses the traditional elements may be considered.
 - b) However, the new design should continue to convey the character of typical ~~storefronts~~streetfronts, maximizing the visibility of the interior and maintaining the transparent character of the display window.
 - c) Greater flexibility in treatment of rear facades is appropriate. However, care should be taken to preserve storefronts on those buildings which have traditional commercial storefronts on more than one façade, such as a corner building.
- 4) Avoid adding elements or details that were not part of the original building.
- a) For example, decorative millwork or cornices should not be added to a building if they were not an original feature of that structure.
- 5) Retain the kickplate as a decorative panel. If the original kickplate is missing, develop a compatible design.
- a) The kickplate, located below the display window, adds interesting detail to the streetscape and should be preserved.
 - b) If the original kickplate is covered with another material, consider exposing the original design.
 - c) Wood is an appropriate material for replacements on most styles. However, ceramic tile and masonry may also be considered when appropriately used with the building style.
 - d) Incorporating a substantial kickplate may also hinder the crash and grab burglaries becoming more common in commercial settings.
- 6) Preserve the character of the cornice line.
- a) Most historic commercial buildings have cornices to cap their facades. Their repetition along the street contributes to the visual continuity on the block.
 - b) Many cornices are made of sheet metal, which is fairly lightweight and easy to repair. Areas that have rusted through can be patched with pieces of new metal.
 - c) Use historic photographs to determine design details of the original cornice.
 - d) Replacement elements should match the original in every detail, especially in overall size and profile. Keep sheet metal ornamentation well painted.
- 7) A simplified interpretation is also appropriate for a replacement cornice if evidence of the original is missing.
- a) Appropriate materials include brick and stamped metal.
- 8) Retain the original shape of the transoms in historic street fronts
- a) The band of windows above the display windows on traditional storefronts are known as the clerestory or transoms. The glass windows above doors are also known as transoms. Both introduced light into the depths of the building, saving on lighting costs. These windows should not be removed or enclosed.
 - b) The shape of the transom is important to the proportion of the storefront, and it should be preserved in its historic configuration.

- c) If the original glass is missing in the transoms, installing new clear or textured glass is preferred. If the glass is partially missing, install new glass to match historic. However, new glass does not need to include features related to obsolete manufacturing techniques (e.g. waviness, bubbles, etc.)

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

- a) When a parapet wall becomes deteriorated, there is sometimes a temptation to lower or remove it. Avoid doing this because, in addition to the visual impact, the flashing for the roof is often tied into the parapet, and disturbing it can cause moisture and structural problems.
- b) 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.
- c) Avoid waterproofing treatments, which can interfere with the parapet's natural ability to dry out quickly when it gets wet.
- d) Do not wrap roofing material over the top of a parapet. Instead use appropriate flashing and counter flashing to address drainage concerns. Consider the use of metal flashing on the top of the parapet or if the wall material is brick, a stone cap ~~would be~~ appropriate and encouraged. (DIAGRAM)

iii. Where possible, repair original details.

1) Intent

In some cases, original architectural details may be deteriorated. In this case, repair the material and any other related problems, such as poor drainage, that might have contributed to the deterioration. A scarred finish does not necessarily represent inferior materials, but simply reflects the age of the building. Therefore, preserving original materials and features that show signs of wear is preferred to replacing them.

2) Guidelines

- a) Repair only those features that are deteriorated.
 - Patch, piece-in, splice, consolidate or otherwise upgrade existing materials, using recognized preservation methods. 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 be considered for wood repair, and special masonry repair components also may be used.
 - Removing damaged features that can be repaired is not appropriate.
 - Protect features that are adjacent to the area being worked on.
 - When disassembly of a historic element is necessary for its repair, use methods that minimize damage to the original materials. Document its location so it may be repositioned accurately, and devise methods so disassembled details are replaced in their original configuration.

Commented [AW3]: I will work up a few photos from Main Street buildings to identify some of the major elements discussed in the above paragraphs (like parapets, cornices, etc). This seems like a natural break from reading to add photos & context for the discussion above. I will commit to getting this done in a timely manner.

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

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

iv. Replace Only When Unfeasible to Preserve or Repair

1) Intent

While preservation or repair of the 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, or it is economically infeasible to repair. If replacement is necessary, the new materials should be in-kind, which means they match that being replaced in material, design, color, texture and other visual qualities to the fullest extent possible.

2) Guidelines

a) Replacement of missing or deteriorated architectural elements should be accurate.

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

b) 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.

c. Preserve and Restore Primary Historic Building Materials

i. General

1) Intent

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 requirements.

2) Guidelines

a) Protect wood and metal features from deterioration

- Provide proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.
- Maintain protective coatings to retard drying and ultraviolet damage. If the building was painted originally, it should remain painted.

- Using the gentlest means possible, clean architectural metals, when appropriate, to remove corrosion prior to repainting or applying other appropriate protective coatings.
- b) Plan repainting carefully
- Always prepare a good substrate. Remove damaged or deteriorated paint only to the next intact layer, using the gentlest means possible (e.g. hand scraping), prior to painting.
 - Do not reveal bare wood unless necessary.
 - Use chemical strippers only to supplement other methods such as hand scraping, hand sanding, and thermal devices.
 - Use compatible paints. Some latex paints will not bond well to earlier oil-based paints without a primer coat.
 - Repaint with colors that are historically appropriate to the building and district. Information about historical color palettes is available from several paint companies.
- c) Match the original material in composition, scale and finish when replacing materials on primary surfaces.
- If the original material is a wood kickplate, for example, then the replacement material should be wood as well unless it is demonstrated to be economically infeasible. It should match the original in size and molding profile.
 - Replace only the amount required. If a few areas are damaged beyond repair, then only they should be replaced, not the entire feature.
- d) Do not use synthetic materials, such as aluminum or vinyl siding or panelized brick, as replacements for primary building materials.
- In some instances, substitute materials may be used for replacing architectural details, but doing so is not encouraged. If it is necessary to use a new material, such as a fiberglass column, the style and detail should match that of the historic model.
 - Primary building materials, such as wood, metal, and brick, should not be replaced or covered with synthetic or panelized materials.
- e) Covering original building materials with new materials is inappropriate.
- Vinyl siding, aluminum siding and new stucco are inappropriate on historic buildings. Other imitation materials that are designed to look like wood or masonry siding, but that are 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.
- f) 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 building has a non-historic stucco finish, removing the covering may be difficult, and may not be desirable. Field test an area no larger than 18" x 18" of the stucco to determine how it is attached to assure that the original material underneath will not be damaged.

3) Guidelines for Masonry

a) Preserve original building materials.

- 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. Reconstruction may result in a building which is no longer historic.
- Repair historic stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.

b) Use the gentlest means possible to clean the surface of a structure.

- Clean masonry only when necessary to halt deterioration or remove heavy soiling.
- Do not clean simply to make a building look newer.
- If cleaning is appropriate, a low pressure water wash is preferred. This should be done only when there is no possibility of freezing temperatures.
- Chemical cleaning may be considered if a test patch is first reviewed and negative effects are not found. 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.

c) Brick, stone, or stucco that was not painted historically should not be repainted.

- 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.
- Removing paint that is firmly adhered to, and thus protecting, masonry surfaces is not recommended. Paint removal may damage the brick.
- New or non-historic surface treatment such as water-repellant coatings should be applied only after re-pointing and only if masonry repairs have failed to arrest water penetration problems. Coatings should breathe.

d) Re-point mortar joints where there is obvious 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.
- Removing non-deteriorated mortar from sound joints, then re-pointing the

entire building to achieve a uniform appearance is not recommended.

d. Specific Building Features

i. Windows

Windows are one of the most important design elements in a building. Their appearance, craftsmanship, embodied energy and other qualities make them worthy of special consideration. Keeping the original windows in a historic building is most important.

1) Intent

The character-defining features of a historic window and its distinct materials and placement should be preserved when feasible. In addition, a new window should be in character with the historic building. This is especially important on primary facades.

a) In all cases and for all buildings, it is incumbent upon the applicant to complete an evaluation of the condition of the existing historic windows and provide a detailed report justifying treatment options for repair or (if applicable) replacement. This survey should be completed early in the rehabilitation planning process so that all treatment options can be fully explored. This inspection shall be completed by a qualified historic preservation specialist. The applicant will provide a physical sample of a proposed replacement window and its finish.

b) For contributing buildings, original windows should be retained and repaired unless a survey determines they are beyond repair. However, replacement of historic sashes with new wooden sashes is an acceptable treatment so long as they match the appearance of the originals. Given the special constraints of rehabilitating a historic building, a graduated approach to window treatment shall be based on whether the treatment is to a façade with prominent visibility from a public street, or a non-character defining façade, or one that is not visible from the street such as the rear. Treatment options within a façade are to be considered on a window by window basis.

c) The primary street-facing façade or prominently visible facade, which fronts the street and exhibits the main character-defining elements of the building or is highly visible from a heavy traffic area, will see the most—strict window treatment requirements, which is to repair only, unless the following criteria are met.

- Poorly executed and irreversible past repair work.
- Missing previous existing window.
- Past inappropriate window replacement.
- Sash replacement is permitted so long as they match the appearance of the originals.

d) The less prominent façades, if present, are those which face an alley yet are highly visible from the street, and do not typically contain all the embellishments and design elements of the primary façade. These facades allow for in-kind window replacement, if a qualified historic preservation specialist determines that the original windows are beyond repair or repair is not economically feasible. Replacement and repair

requirements are those indicated for the Primary Façade.

2) Guidelines

- a) Repair of the original windows is the preferred option.
 - Repairs shall match the appearance of the original window, including glazing.
 - Sash replacement may be an appropriate option for damaged windows or for owners seeking a more modern window function.
 - Use of vinyl or other modern materials is generally not an acceptable replacement option.
- b) 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. Repair frames and sashes rather than replacing them, whenever conditions permit.
- c) Preserve the position, number and arrangement of historic windows in a building wall.
 - Enclosing a historic window opening in a key character-defining facade is inappropriate, as is adding a new window opening. This is especially important on primary facades where the historic ratio of solid-to-void is a character-defining feature.
 - Existing windows should remain uncovered, even if they are no longer used.
 - Greater flexibility in installing new windows may be considered on rear walls.
- d) 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.
 - Making a window opening into a door opening is preferable to installing a new door opening.
- e) 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.
 - Replacement windows shall match to the fullest extent possible the appearance, function and materials of the original including glazing, including leaded and stained or painted glass.
 - 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 at a minimum, 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.
 - 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.

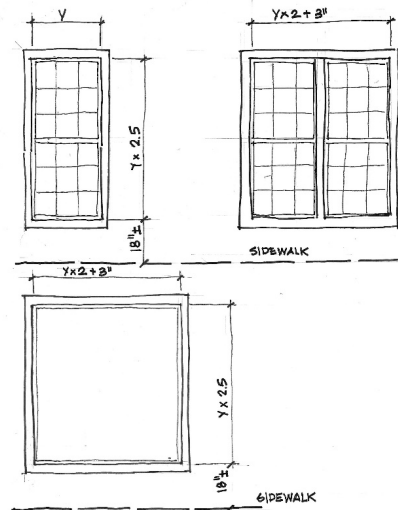
- Match, as closely as possible, the profile of the sash and its components to that of the original window.

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.

f) Use a storm window to enhance energy conservation rather than replace a historic window.

- Install a storm window on the interior, when feasible. This will allow the character of the original window to be seen from the public way.
- If a storm window is to be installed on the exterior, match the sash design of the original windows. A metal storm window may be appropriate if the frame matches the proportions and profiles of the original window. It should fit tightly within the window opening without the need for sub-frames or panning around the perimeter.
- Match the color of the storm window sash with the color of the window frame; do not use a reflective or bare metal finish; matte is preferred. Finally, set the sash of the storm window back from the plane of the wall surface as far as possible.

g) Suggested window ~~configurations~~ configurations:



ii. Doors

1) Intent

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

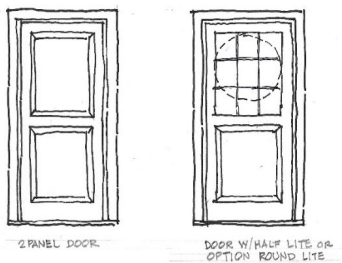
2) Guidelines

- a) Preserve the decorative and functional features of a primary entrance.
 - Maintain features important to the character of a historic doorway. These may include the door, door frame, threshold, glass panes, paneling, hardware, detailing, transoms and flanking sidelights.
- b) Maintain the original proportions of a significant door and its elements.
- c) When a historic door is damaged, repair it and maintain its general historic appearance.
- d) When replacing a door, use materials that appear similar to that of the original.
 - A metal door, if seen from the street, is inappropriate where the original was wood.
- e) When replacing a door, use a design that has an appearance similar to the original door
 - Very ornate doors are discouraged unless photographic evidence can support their use.
 - Existing entries and doors should remain ~~uncovered~~ exposed, even if they are no longer used.

Commented [AW4]: Uncovered might confuse someone if this door is under an awning or porch

Suggested door configurations:

e)



~~Suggested door configurations:~~

iii. Awning and Canopies

Canopies protect pedestrians from the sun and rain, create a sense of enclosure at sidewalk level, present good locations for eye-level signs, and shield window displays from the sun. Work which involves the installation or repair of any canopy or marquee should secure design approval and the required permits prior to fabrication and construction.

1) Intent

Traditionally, awnings and canopies were noteworthy features of buildings in the downtown core and their continued use of canopies is encouraged. They must respect the architectural integrity of the façade on which they are placed, the context of their location, and the historic character of the downtown. Use of awnings is discouraged due to significant windy events in this area. Awnings over individual windows are not acceptable.

2) Guidelines

a) Respect the architectural integrity of the façade on which these attachments are placed inclusive of the context of the building's location, and the historic character of Downtown.

- Canopies should be compatible with other canopies nearby, particularly those on the same building, when these canopies compliment the architectural character of the building.

b) Canopies should fit within the opening of the building street fronts.

c) The height of canopies should provide pedestrian scale to the building and also meet code requirements.

- Locate the structural components of canopies at least 8 feet above the sidewalk
- Unrestricted valances or returns should be at least 7 feet above the sidewalk and may project no more than 2/3 of the width of the sidewalk
- Signage, if on the awning, may be located only on the valance

⇨ Canopy shape, size, and height should be proportional to the façade on which it is placed.

- Simple shed shapes are appropriate for rectangular openings.

e) Attach canopies in a manner which does not harm nor obscure architectural elements or details and does not harm the building.

f) The historic profiles of canopies were often at a 30 degree angle.

- New canopies should reflect this historic angle from the vertical building wall greater than 45 degrees or less than 30 degrees.

iv. Roofs

Similar building and roof forms provide community in the character of the downtown historic district. Most commercial buildings downtown were built as simple rectangular solids, deeper than they were wide. Roofs were often flat and included distinctive details to provide visual interest.

1) Intent

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

2) Guidelines

a) 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 when visible from the street.

b) Minimize the visual impacts of skylights and other rooftop devices.

- The addition of features such as roof access structures, skylights, solar panels, and satellite dishes should not be installed in a manner such that they will be visible from a main thoroughfare.

c) Preserve original roof materials

- Avoid removing historic roofing material that is in good condition. When replacement is necessary, use materials that are similar to the original in style as well as physical qualities. Where possible, use a color that is similar to that seen historically.
- Specialty materials such as tile, slate or concrete should be replaced with a matching material.

d) Protect the building by maintaining good roof drainage.

- Clean gutters and downspouts and replace deteriorated flashing.
- Provide adequate anchorage for roofing material to guard against wind damage and moisture penetration.

v. Color

1) Intent

When altering a historic structure or site, first consider returning to the original color scheme, which can be discovered by carefully cutting back paint layers. To accurately determine the original color scheme requires professional help, but a general idea of the colors may be obtained by scraping back paint layers. Since the paint will be faded, moisten it slightly to get a better idea of the original hue. However, it isn't necessary to use the original color schemes of the buildings. An alternative is to create a new color scheme using colors that were typical of the period.

Commented [AW5]: When it is available, we should add a reference here to the color palette suggested by the town's study.

2) Guidelines

a) With respect to the treatment of color on individual historic structures, colors that represent the appropriate period of history are preferred, but not necessarily required. Color does not damage the historic materials or alter historically significant details and can always be changed in the future, thus its application is not as critical as some other design options.

b) Some inappropriate applications of color may hinder one's ability to perceive the character of the architecture. This concern for perception of character is more relevant in the management of a commercial historic district where the assemblage of buildings on the street is important to one's perception of the character of the streetscape.

c) Colors should be muted.

- Traditional colors that match those found in nature are preferred over colors with intense chromas.
- Roof colors also should be muted
- (ID Elizabeth dominant roof colors) were the dominant roof colors in the past because of the materials used. That tradition remains today and should be respected.
- Reserve the use of bright colors for accents, such as on ornamentation and entrances.
- In most cases, only one or two accent colors should be used in addition to the base color

- Doors may be painted an accent color or they may be left a natural wood finish. Historically, some doors simply had a stain or clear sealer applied.
- Window sashes are also an excellent opportunity for accent color.
- Brilliant luminescent or “day-glow” colors are inappropriate.
- Where applicable, garage doors should be painted or stained the same colors as the areas around them.

vi. Utilities and Service Areas

1) Intent

Service areas should be visually unobtrusive and should be integrated with the design of the site and the building.

2) Guidelines

a) Install utility conduits and HVAC equipment in a manner least damaging to the building.

- Install HVAC equipment on the ground or roof; do not suspend it from the wall or parapet of the building. Avoid roof top equipment if at all possible. If this approach is necessary, provide a screen to conceal the equipment from all sides using materials and architectural components that mimic the basic building facade.
- Run cables, pipes, etc., in unobtrusive locations and on non-primary facades.
- Avoid new penetrations of the exterior wall for piping and other utility elements.

- b) Orient service entrances, waste disposal areas and other similar uses toward service lanes and away from major streets.
- Screen service entrances with walls, fences or plantings.
 - When it will be visible from a public way, a service area screen should be in character with the building and site it serves, but it should not imitate earlier architecture.
 - Locate areas for outdoor storage, truck parking, trash collection or compaction loading, or other such uses so as not to be visible from the adjacent street.

3. Non-Contributing Structures:

Non-contributing structures are an important element. Some non-contributing buildings were built after 1930, which is ~~the end~~ later than the end of the period of significance for the historic district; ~~however, are older than 50 years old.~~ These are more modern in style and construction, but may exhibit contributing elements from the period when they were constructed. Many non-contributing buildings were built during the period of significance, but have lost architectural integrity due to alterations and additions. Alterations to non-contributing buildings are subject to review by the HAB.

a. Intent:

Alterations and additions to non-contributing buildings should improve the character of the building and its compatibility with Salida's historic downtown.

b. Guidelines:

- i. If adequate evidence of the historic design exists, returning the building to its historic appearance is encouraged.
- ii. Alternative designs that are contemporary interpretations of traditional storefronts may be considered where the original design is missing and no evidence of it exists.
 - a) Where the original is missing and no evidence of its character exists, a new design that uses the traditional elements may be considered.
 - b) See Additions and New Buildings (below) for guidance on contemporary interpretations of traditional architecture and details.

4. Additions and New Buildings:

a. General:

The "faces" or facades of a building include everything from ground to roofline. Of concern are facades that are visible from a street, alley or other public place. Many buildings contain architectural elements typical of late 19th and early 20th century street fronts. The form, rhythm, and character of the facades, especially in a downtown-historic district established by its contributing buildings should be reinforced and enhanced as part of any alternation or new construction.

Many of the features desirable for a pedestrian-oriented downtown are precisely those features found in the original storefronts of the Town of Elizabeth's downtown commercial buildings.

These features include inviting entryways, display windows, and sensitively scaled proportions. They should be incorporated into new street fronts.

b. Additions to Historic Buildings

i. Additions to historic buildings shall be limited and located as inconspicuously as possible. Where made, additions shall be compatible with the original architectural style and features of the building.

ii. Infill development proximate to historic buildings shall be compatible with the scale, architectural qualities and traditional uses of historic buildings.

c. Architectural Character for All New Construction

i. Intent

a) Refer to Chapters 4&5 for new constructions guidelines.

ii. Guidelines

a) The imitation of older historic styles is discouraged for newer structures and additions.

- One should not replicate historic styles because this blurs the distinction between old and new buildings as well as making it more difficult to visually interpret the architectural evolution of the district.
- However, new construction should be designed in such a way that it does not overpower or detract from historic buildings. It should be compatible.

b) Contemporary interpretations of traditional details are encouraged.

- Interpretations of historic styles may be considered if they are distinguishable as being new.
- New designs for window moldings and door surrounds, for example, can provide visual interest while helping to convey the fact that the building is new. Contemporary details for porch railings and columns are other examples. New cornices and kickplate designs also could be used to create interest while expressing a new, comparable style.

c) A majority of the ~~storefront~~ streetfront should be at the property line, except for recessed entries, and any other recessed portions should not detract from street line continuity.

5. Accessibility

Places of public accommodation are required to provide access to their services and programs under provisions of the Americans with Disability Act (ADA). Alterations to historic structures and sites that would affect their integrity should be minimized, subject to the requirements of the ADA. Example: Gently sloping an exterior sidewalk to the door rather than putting in a wheelchair ramp.

7. Appendix

Town of Elizabeth Design Standards and Guidelines

A. The Styles of Architecture found in Elizabeth, Co.

a. Commercial Buildings:

- i. Revival, circ, 1900-1924, Examples include the high school and stone church.
- ii. National Folk, circ, 1882-1890, Examples include the Elizabeth Hotel and the southern portion of the carriage house complex.
- iii. False Front, circ 1884-1910, Examples include the Eliz Kramers Market and City Drug (now Buzzards Pizza).
- iv. 19th Century Commercial, circ 1884-1910, Examples include Odd Fellows Hall and the brewery.

Commented [AW6]: Which revival style? I'm thinking Italianate or Renaissance Revival - let's try to be more specific here.

b. All styles listed above except for Revival style are acceptable in the Main Street Historic District.

Commented [AW7]: Why is the revival style not appropriate on main street?

c. Residential Buildings:

- i. National Folk and Late Victorian, circ, 1882-1915, Examples include: 286 S. Main Street
- ii. National Folk and Victorian, circ, 1882-1918, examples withheld for privacy.
- iii. Hipped-Roof Cottage, circ 1895-1910, examples withheld for privacy.
- iv. Arts and Crafts/Craftsman, circ 1904-1940, examples withheld for Privacy.

d. All styles are acceptable in the Main Street Historic District.

B. Commercial Building Characteristics

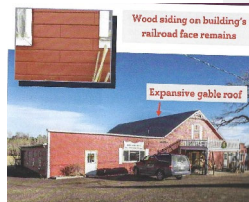
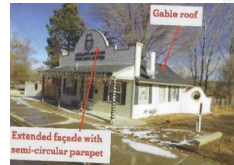
a. False front building style.

- i. Simple front with exaggerated vertically extended façade. Extended faced often is straight pediment but may have semi-circular, stepped or other forms gabled roof and wood framing with flat fronts giving the illusion of a larger building and more room for signage. Building shape was a simple rectangle or linear.
- ii. Gabled form behind the façade is similar in size and shape to early front-gabled residences.
- iii. The structure is often positioned at the lot line with little or no set back.
- iv. Street level, centered entry is preferred and shall be recessed for safety purposes.
- v. Flanking combination windows or plate glass are encouraged as noted below.
- vi. Wood frame construction with horizontal wood siding and wood corner trim with door and window framing to match.
- vii. Covered porches or awnings are encouraged made of simple timber construction and roofing to match the main building.



b. National Folk Building Style.

- i. Early commercial type, similar to vernacular “front gable” and “side gable” houses but on a larger scale.
- ii. Simple rectangular form but on a larger scale.
- iii. Narrow end gable facing the street or side gable depending on the building use and desired exposure.
- iv. Wood frame with horizontal wood siding with wood trim at corners and openings. Short roof overhangs at eaves.
- v. Doors and windows used sparingly and conforms to window and door shapes noted earlier. Built for utilitarian purposes.



Left side of structure is a later non-historic structure



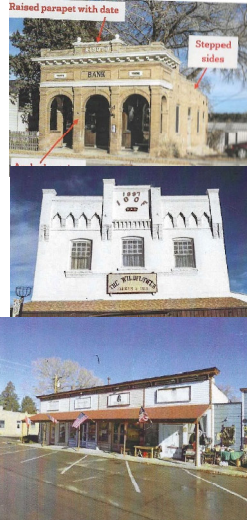
c. 19th Century Commercial

- i. Rectangular form with the narrow part of the rectangle facing the street.
- ii. One or two stories high.
- iii. Flat or shed roof with stepped or sloping sides to the rear of the structure



Town of Elizabeth Design Standards and Guidelines

- iv. Positioned on the site with little or no set back from the property line.
- v. Recessed doors suggested on the street side for safety.
- vi. Typically, free standing building with openings on all sides. Main entry centered on the street facing façade. Side and back yards in some cases are suggested.
- vii. Flanking windows on either side of entry door.
- viii. Frame structure with wood siding and trim or brick with decorative detailing, pilasters, corbelling and arched headers.
- ix. Strong decorative projecting cornice at roof line or decorative cornice with building name and date.
- x. In two-story examples the upstairs is often a different use often with separate entry door and stairway.
- xi. For second level openings punched vertical windows as noted on all sides of the structure.
- xii. Entrance canopies are encouraged using the same materials as the building siding and decorative column.



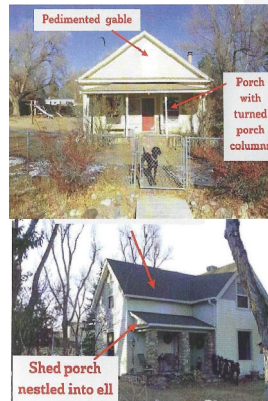
C. Residential Building Characteristics

a. National Folk & Late Victorian Building Style.

- i. Most prevalent 19th and 20th century house style.
- ii. Simple rectangular plan with gable oriented to the street or to the side.
- iii. Earliest examples are clean, simple temple forms with no ornamentation.
- iv. Some houses are more complex due to later additions making “L” plans
- v. Wood framed with wood lap or drop siding. Corners and openings framed with wood trim.
- vi. Symmetrical placement of doors and windows.
- vii. Bay windows, raised front porches and dormers are found on later Victorian examples.

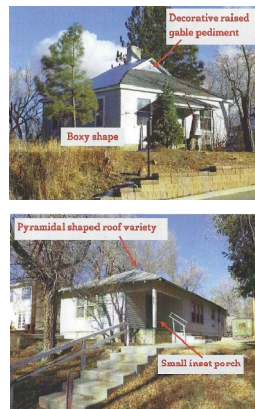


- viii. Later Victorian examples included covered porches with turned wooden posts and decorative shingles in the gable ends.
- ix. Windows are vertically oriented.
- x. Minimal roof overhangs ranging up to one foot extensions.



b. Hipped-Roof Cottage Style

- i. Massed plan, typically four rooms.
- ii. Simple box-shape house sometimes of the pyramidal style'
- iii. A raised gable feature creating a pediment occasionally occurs.
- iv. Small front porches with simple wood posts are common as well as an inset porch.
- v. Wood frame with wood lap or drop siding with wood corner and openings trim.
- vi. Minimal to 2 feet roof overhangs.



c. Arts and Crafts Style

- i. Rectangular house plans with massed-plan interiors.
- ii. Typical features include broad, gently pitched gable facing front or l side sometimes with nested gable porches.
- iii. Roof overhangs up to 2 feet with exposed rafters. Occasional use of crafted roof brackets.
- iv. Crafted wood work and patterning in gables.
- v. Wood framing with narrow wood lap siding or complete walls claded with shingles.
- vi. Windows are vertically oriented with wood trim at all openings.
- vii. Porches are prominent features either inset or projecting with a closed railing and boxed column features.





TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Zach Higgins, Community Development Director
Alexandra Cramer, Planner/Project Manager

DATE: May 1, 2023

SUBJECT: Discussion Regarding Pursuit of Additional Local Historic Registered Properties

SUMMARY

There are several historical properties within the Town that are not registered with the Local Historic Register. These property owners may not know their properties are historic nor the benefits of being a part of a local historic register. Informational materials, handouts or letters could help effectively reach these property owners.

STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board should consider the manner in which to pursue additional properties for the local historic register.



TO: Historic Advisory Board
FROM: Alexandra Cramer, Planner/Project Manager
DATE: May 1, 2023
SUBJECT: Staff Report

STAFF REPORT

- 1. Training:**
 - a. Additional Trainings for HAB?
- 2. 188 South Main Street**
 - a. The National Historic Designation commemorative event is scheduled for May 6th.
- 3. Discuss Work Plan**
 - a. The HAB has volunteered for assignments within the Work Plan.
 - b. Funding opportunities for property owners to make historic façade improvements
 - c. Additional items the HAB would like to modify/add
- 4. Walk and Talk Date**
 - a. The HAB has chosen September 30th, 2023
- 5. Gesin Lot Monument/Clock Tower/Sign**
 - a. The Main Street Board has put out an RFP for the creation of a monument sign on the corner of main street and CO-86.