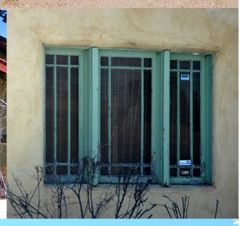
Development Guidelines

For the Silver Hill Historic Overlay Zone



Historic Preservation Handbook

City of Albuquerque

Landmarks & Urban Conservation Commission

Adopted by the Landmarks and Urban Conservation Commission
August 2010

Development Review

The Albuquerque Landmarks and Urban Conservation ordinance requires that Certificate of Appropriateness be obtained prior to any exterior changes to City Landmarks or any property within a designated Historic Overlay Zone. A *Certificate of Appropriateness* is a document certifying that a project meets the standards outlined in state and local law for such work. A building permit that includes exterior work cannot be issued within a Historic Overlay Zone until either the Landmarks and Urban Conservation Commission or its staff has first issued Certificate of Appropriateness. Exterior work that does not require a building permit must still receive Certificate of Appropriateness before work begins.

Property owners are not required to rehabilitate their buildings, but when an owner chooses to make exterior improvements, theses guidelines will apply. The guidelines apply only to the proposed project, that is, they do not require additional repairs or improvements.

Generally, interior work does not require historic preservation review as long as no structural members affecting the facades are modified. All exterior work affecting the character, design, composition, form or appearance requires review by the Landmarks Commission or their staff. This includes roofing, fencing and yard walls and window replacement. Routine maintenance, including painting, does not require review.

Design Review is mandatory in historic overlay zones. LUCC staff approves minor alterations, typically in one to ten days. Larger projects are considered by the LUCC at public hearings that are held once each month. All applications require a complete information package and specific illustrations of proposed changes. A pre-application meeting with LUCC staff is strongly encouraged and staff will determine the level of review required for the proposed project. Staff will assist with preparing the application.

The majority of projects presented to the LUCC are either approved as submitted or approved with modifications. With proper planning and consultation with City staff, projects that are out of compliance with the guidelines can be avoided. City staff is available to provide guidance and advice to all property owners considering repairs or alterations to their historic properties in all historic districts. Please contact city staff at 924-3891 or 924-3883 for information on applications.

Implementation

These development guidelines are adopted in accordance with the provisions of City of Albuquerque *Comprehensive Zoning Code* (14-16-2-28) for the Silver Hill Historic Overlay Zone. In the consideration of a Certificate of Appropriateness, the development standards contained herein are mandatory except as specifically provided. These guidelines include advice about proper maintenance of historic properties and features, however; the guidelines are applicable only when a Certificate of Appropriateness is requested.

The LUCC and its staff will use the guidelines and policies contained in this manual to evaluate proposed changes to the exterior of properties when Certificate of Appropriateness is required. These guidelines incorporate the Secretary of the Interior's Standards for Rehabilitation and the LUCC will consult the Standards for additional interpretation when reviewing applications. (See Appendix). A project is deemed to merit a Certificate of Appropriateness when they determine that the guidelines have been adequately met.

The policy statements represent the intent of the guidelines and the guidelines provide additional details to support the policies.

Definitions of the terms used in this document are as contained in the Glossary which is incorporated by reference in these guidelines. Definitions not contained in the Glossary are as provided by the *Comprehensive Zoning Code.* The word "should" is used to convey the expected standard and in the event that it is not met, an applicant must demonstrate why the standard cannot be applied. The word "shall" is mandatory except that exceptions may be approved if the LUCC determines:

1) That the deviation from the standard is consistent with the intent of the guidelines; and

2) The deviation will not significantly diminish or impair the historic or architectural character of the historic district or building; and

3) The applicant demonstrates that compliance would create unnecessary hardship or would be technically infeasible; and

4) Financial consideration shall not be the primary reason for approving a deviation from the standard.

guidelines for
Contributing Buildings

At the time the neighborhood was listed on the state and national registers of historic places as a historic district, the buildings were surveyed to determine whether or not they contributed to the historic significance of the district, and are thus indicated on the district map as "Contributing" or "Non-contributing". Contributing buildings are generally ones that date to the neighborhood's period of historic significance, and that retain a reasonable level of their original architectural design and materials.

Non-Contributing buildings are historic buildings that have been altered to an extent that they no longer retain a significant level of their original architectural integrity, or they may be buildings that were built after the neighborhood's period of historic significance.

The following guidelines for historic buildings will be used by the LUCC in design review for contributing buildings.

EXTERIOR WALLS

POLICY

Primary historic building materials should be preserved in place whenever feasible. When the material is damaged, then limited replacement, matching the original, may be considered. Primary historic building materials should never be covered or subjected to harsh cleaning treatments.

Guidelines

1. Retain and preserve exterior wall materials and details.

- **It is not appropriate to cover or replace historic wall materials, including wood, stucco, brick, cast stone and stonework with coatings or contemporary substitute materials. Synthetic materials such as stucco, synthetic stucco, panelized brick, masonite, vinyl, aluminum or other composite siding materials should not be applied as a covering over, or in place of, historic materials or over any significant architectural feature.**

2. It is not appropriate to remove or cover any detail associated with exterior walls, including decorative shingles, panels, brackets, bargeboards and corner boards.

3. If replacement of deteriorated wall materials or details is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original in design, dimension, detail, texture, pattern and material. Consider a compatible substitute material only if using the original is not feasible.

4. Synthetic siding may be appropriate if:

- **The substitute materials are installed on a new addition or on a secondary façade not visible from the public right-of-way without irreversibly damaging or obscuring the architectural features and trim of the building.**
- **The substitute material is similar to the original material in design, dimension, detail, texture and pattern.**

5. The painting of unpainted brick and masonry does require a Certificate of Appropriateness. Painting brick or masonry is not considered a change of color, but a change to the character of the building and will not be permitted except under special circumstances:

- **A building was first painted prior to the establishment of the Historic Overlay Zone.**
- **An instance where a building has poorly matched additions or repair work and the painting is designed to unify the disparate parts of the building.**

6. When a stuccoed building is to be re-stuccoed, the original textures, if known, are recommended.

7. If masonry requires repair or repointing, any new units or mortar shall match the original as closely as possible in strength and appearance.

8. If masonry requires cleaning, the gentlest possible method shall be used to avoid harm to masonry units. Sandblasting is not appropriate as it is likely to cause damage to the masonry.

For more information see:

Preservation Brief #8: Aluminum and Vinyl Siding of Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings

Preservation Brief #16: The Use of Substitute Materials on Historic Building Exteriors

FOUNDATIONS

POLICY

Where the foundation is a character-defining feature of a building, this should continue. Exposed materials should remain exposed.

Guidelines

1. Retain and preserve original foundations.

- **It is not appropriate to remove or alter original foundations to prevent weakening of the structural system.**
- **It is not appropriate to enclose or infill between original pier foundations with concrete block, brick, vinyl, metal or other material that would not have been used historically. If solid infill is necessary, the infill should be recessed at least four (4) inches from the front of the pier and should consists of a smooth finish and painted a dark color to diminish its visual impact.**
- **Consider lattice panels as infill between piers. Wood lattice should not touch the ground. Vinyl or composite lattice may be considered as alternatives.**

2. Protect and maintain original foundations.

- **Vines and plant materials should not be allowed to grow on foundation walls since plants tend to retain moisture and keep the wall from properly drying.**
- **Soil or pavement next to a foundation should slope away from the wall.**
- **Gutters and downspouts should carry water away from the foundation.**
- **Masonry foundation systems should be inspected, cleaned and re-pointed as needed according to masonry guidelines.**

3. Repair deteriorated or damaged foundations through recognized maintenance and preservation methods.

- **Repair deteriorated materials in kind, matching the original in scale, configuration, detail and material. Consider a compatible substitute material only if using the original is not feasible.**

For more information see:

Preservation Brief #17: Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character.

ROOFS

POLICY

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

Guidelines

1. Retain and preserve the original roof forms.

- **It is not appropriate to alter the pitch of a historic roof.**
- **Preserve the original eave depth. It is not appropriate to alter, cover, or remove the traditional roof overhang.**
- **Retain and preserve original details, features and materials.**
- **It is not appropriate to remove character-defining roof features such as dormers, gables, vents, turrets and chimneys.**
- **Chimneys should be retained, particularly on primary facades. Unstable or damaged chimney located behind the roof peak visually as seen from the street may be removed.**
- **Original roof materials should be retained and preserved when feasible. If replacement of a roof feature or material is necessary, the new material shall be similar to the original material in appearance and consistent with the architectural style of the building. Asphalt shingles are an acceptable replacement for wood shingles.**

3. It is not appropriate to introduce new roof features or details to a historic building that may result in creating a false sense of history. New features may be approved if historically appropriate to a building's style.

4. Introduce new gutters and downspouts as needed, with care so that no architectural features are damaged or lost.

- **Routinely clear clogged gutters and downspouts to prevent moisture damage to the building. Properly design downspouts so that water is diverted away from the building.**

5. Minimize the visual impact of skylights, solar panels and other roof top devices.

- **The addition of features such as skylights and solar panels should be installed so as not be easily visible from the street. It is not appropriate to introduce new roof features in locations that compromise the architectural integrity of the building.**
- **Flush mounted or flat skylights may be appropriate on the sides or rear roof planes.**
- **Solar panels and accessory components should be designed to integrate the panels into the overall building pattern with emphasis on preserving roof slope and shape. (See Site Features: Solar Panels for additional information.)**

For more information see:

Preservation Brief #4: Roofing for Historic Buildings Preservation Brief #19: The Repair and Replacement of Historic Wood Shingle Roofs

Preservation Brief #30: The Preservation & Repair of Historic Clay Tile Roofs

PORCHES AND STOOPS

POLICY

Where a porch or a stoop is a character-defining feature of a front facade, it should be retained in its original form. If a new (replacement) porch or stoop is proposed, it should be in character with the historic building in terms of scale, materials and detailing.

Guidelines

1. Retain and preserve porches and related entrances.

- **Existing materials, location, configuration, and dimensions of porches and stoops should not be altered, covered, or removed.**
- **Deteriorated materials should be replaced to match the original in design, dimension and material. Consider a compatible substitute material only if using the original material is not feasible.**
- **If replacement of an entire porch or stoop is necessary because of deterioration, replace it in kind, matching the original in design, form, dimension, details, texture and material. Consider a compatible substitute material only if using the original material is not feasible.**
- **Where a historic porch or stoop does not meet current code requirements and alterations are required, sensitive modifications can be considered. Do not replace an original porch or stoop that can otherwise be modified to meet code requirements.**
- **Consider the enclosure of a historic porch to accommodate a new use only if the enclosure can be designed to preserve the historic character of the porch and façade. All porch enclosures should be plausibly reversible.**
- **When a porch is enclosed or screened, it should be done with a clear, transparent material. Enclosing a porch with opaque materials that destroys the openness and transparency of the porch is not allowed.**
- **The original roof and supporting structure should remain visible and define the enclosure. The material should be placed behind supporting structure and should have a minimum number of vertical and horizontal framing members.**

2. Retain and preserve functional and decorative details, such as porch columns, balustrades, brackets, steps, piers, rails, ceilings, floors, entrance sidelights, transoms, pilasters and pediments.

- **Original decorative elements should not be altered or removed, such as spindle work, latticework, or beaded board, unless accurate restoration requires it.**
- **If replacement of a deteriorated detail of an entrance or porch is necessary, replace only the deteriorated detail in kind. New details should match the original in design, material, dimension and historic placement on the building.**
- **It is not appropriate to introduce new features or details that do not complement the historic architectural style or may result in creating a false sense of history.**

3. Protect and maintain historic materials.

- **Porches and entrances should be inspected regularly for signs of moisture: damage, rust, structural damage or settlement and fungal or insect infestation.**
- **Porches and entrances should be adequately maintained through recognized preservation methods.**

4. A rear porch may be a significant feature. Historically, these served a variety of utilitarian functions and helped define the scale of a back yard. Preservation of a rear porch should be considered as an option, when feasible; at the same time it is recognized that such a location is often the preferred position for an addition.

5. When no documentation of a historic porch or entrance exists, a new feature may be considered that is similar in character to those found on comparable buildings.

- **Design of the feature and materials utilized should complement the original building.**
- **Buildings that historically did not have porches or pronounced entrance, should not introduce a new feature on a primary or secondary façade that may result in creating a false sense of history.**

6. When installation of new features for accessibility are necessary, see guidelines on site features.

For more information see: Preservation Brief #45: Preserving Historic Wooden Porches

WINDOWS and DOORS

POLICY

The character-defining features of historic windows & doors and their distinct arrangement shall be preserved. In addition, new windows & doors shall be in character with the historic building. This is especially important on primary facades.

Guidelines

1. Retain and preserve the position, number, size and arrangement of historic windows and doors.

- **It is not appropriate to enclose, cover or fill in a historic window or door opening.**
- **If additional openings are necessary for a new use, install them on a rear or non-character defining façade of the building.**
- **New window and door openings on front facades shall be permitted only in locations where there is evidence that original openings have been filled with other material.**
- **New openings should never compromise the architectural integrity of the building. The design of new window units in new openings shall be compatible with the overall character of the building, but should be distinguishable as a later feature.**

2. Replacement of windows and doors that have been altered and no longer match the historic appearance is recommended.

- **If a window or a door is completely missing, replace it with a new unit based on accurate documentation or a new design compatible with the original opening and the historic and architectural character of the building3. Retain and preserve functional and decorative features such as transoms and sidelights.4. Retention and repair of original windows is the preferred option. If replacement of a historic window or door feature is necessary, consider replacing only the deteriorated feature in kind rather than the entire unit.**

3. Retain and preserve functional and decorative features such as transoms and sidelights.

4. Retention and repair of original windows is the preferred option. If replacement of a historic window or door feature is necessary, consider replacing only the deteriorated feature in kind rather than the entire unit.

- **If replacement is necessary, the replacement window or door shall match the original as closely as possible in size, proportion, operation (i.e. sash or casement) mullion pattern and material. The size of the opening shall not be altered. Snap-in muntins and mullions may be acceptable for new or replacement window units on facades not visible from the public right-of-way. Snap in features should convey the scale and finish of true muntins and mullions. Snap-in muntins and mullions should be used on both the interior and exterior of the window.**
- **The use of plastic, vinyl, metal or other unsympathetic materials is discouraged; excepting that wood windows with exterior aluminum cladding may be approved. Metal window frames may be used when replacing historic metal windows.**
- **When replacing windows with multiple lites, simplified sash patterns may be approved on rear and secondary facades.**
- **Reglazing and adding additional layers of glass is acceptable provided the glazing is within the profile of the original window.**

5. Storm windows and doors are appropriate for energy conservation, provided that the existing window or door remains visible from the exterior.

- **Features should be wood (painted or unpainted) or anodized metal. Metal screen, storm or security doors without paint or an anodized finish are not appropriate.**

6. Exterior shutters, operable or otherwise, shall not be added unless appropriate to the style of the building and sized and place to fit the window openings they flank.

For more information see: Preservation Brief #9: The Repair of Historic Wooden Windows
Preservation Brief #10: Exterior Paint Problems on Historic Woodwork
Preservation Brief #13: The Repair & Upgrading of Historic Steel Windows
Appendix: Resources / information

DETAILS AND ORNAMENTATION

POLICY

Details are important because they contribute to a historic building's distinct visual character and should be preserved whenever feasible. If ornamental or architectural details are damaged beyond repair, replacement matching the original detailing is recommended.

Guidelines

1. Protect and maintain significant stylistic elements.

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

2. If replacement is necessary, design the new element using accurate information about original features.

- **The design should be substantiated by physical or pictorial evidence. In historic districts, intact structures of similar age may offer clues about the appearance of specific architectural details or features. Replacement details should match the original in scale, proportion, finish and appearance.**

3. Develop a new design for the replacement feature that is a simplified interpretation when the original element is missing and cannot be documented.

- **The new element should relate to comparable features in general size, shape, scale and finish. Such a replacement should be identifiable as being new. Use materials similar to those that were used historically, if feasible.**

ADDITIONS

POLICY

Additions to contributing historic buildings have a responsibility to complement the original structure, ensuring that the original character is maintained. They should reflect the design, scale and architectural type of the original building. Older additions that have significance in their own right should be considered for preservation.

Guidelines

1. Retain and preserve original features and elements.

- **Minimize damage to the historic building by constructing additions to be structurally self-supporting and attach the addition to the original building carefully to minimize the loss of historic fabric.**
- **Consider the reuse of original features and elements in the new construction where removal was required to accommodate an addition.**

2. Design new additions to be in proportion, but subordinate to, the original building's mass, scale and form.

- **Additions should be constructed on secondary facades and to the rear of the original building. Additions constructed on secondary facades should be set back from the primary façade.**
- **The addition's height, mass and scale shall maintain an overall relationship to other contributing buildings on the block.**
- **Additions should not visually overpower the original building.**
- **Additions should not exceed 50% of the original building's square footage.**
- **Design an addition to complement existing elements and features, such as roof shape and slope. Shed roofs may be appropriate on some additions.**
- **Additions should not convert a secondary façade into a primary façade.**
- **Roof additions, such as dormers, should be added to rear and secondary facades.**

3. Design new additions to be compatible yet discernible from the original building.

- **Additions should have similar materials and details, however; there should be a clear distinction between the historic building and new addition.**
- **Consider simplifying details or slightly changing materials.**
- **Additions should not reflect historic styles that pre-date the original building.**
- **Contemporary design for an addition may be appropriate if the original building's characteristic historic and architectural features are retained and the addition's exterior materials are similar to or the same to those of the original building.**

4. Exterior materials used on new additions should complement those materials found on the historic buildings in the neighborhood.

5. Windows should be similar in character to the historic building.

- **New windows should be of a similar type and materials.**
- **On primary facades of an addition, the solid to void ratio (percentage of windows to walls) should be similar to the historic building.**

6. Existing additions to historic buildings may be removed if not associated with the period of significance, or if they detract from the architectural character of the building.

For more information see:

See Preservation Brief #14: New Exterior Additions to Historic Buildings

guidelines to protect
Neighborhood Character

Non-contributing Buildings
New Construction
Accessory Buildings
Other Site Features
Demolition

Adopted by the Landmarks and Urban Conservation Commission
August 2010

Non-contributing Buildings

Buildings are classified as non-contributing to the historic character of the district when their construction date is outside of the district's period of significance, or when they have been altered to an extent that they no longer reflect their historic architectural character. Consult City Planning staff to determine the status of a building in the historic district. Non-contributing buildings are not eligible for tax credit rehabilitation programs.

While buildings may be considered as non-contributing to the historic character of the district, like new construction, they have a responsibility to blend in with the historic character and scale of the historic district in which they are located. A Certificate of Appropriateness is required for alteration and additions to non-contributing buildings in order to further their compatibility within the historic district's streetscape. Such alterations should be compatible with other buildings in the district, but should not copy or re-create, in detail or in whole, historic building design.

Generally, it is intended that alterations to non-contributing buildings be compatible with any historic features that they may retain, as well as with neighboring contributing buildings and with the overall neighborhood character.

Some non-contributing buildings can be rehabilitated to reflect their historic architectural character. Alterations can offer an opportunity to remove unsympathetic later additions and "modernizations" that may result in the building being re-classified as contributing.

The guidelines for New Construction apply to alterations and additions to non-contributing buildings. The guidelines for Site Features also apply to non-contributing buildings and sites.

NEW BUILDINGS

POLICY

New buildings should add visual interest and a sense of scale to the streetscape and be compatible with the general characteristics of contributing buildings in the vicinity. New buildings should reflect designs traditionally used in the area.

Guidelines

1. Design new buildings to appear similar in height, mass and scale to contributing buildings on the block.

- **Break large masses into smaller segments similar to contributing buildings.**
- **The perceived mass of buildings from the street shall be reduced by details such as windows, doors and entry porches.**

2. Design a new building to reinforce a sense of human scale. This can be achieved with the use of:

- **Building materials of traditional dimensions.**
- **One-story porches.**
- **Solid to void ratios that are similar to traditional buildings. Windows should be recessed and similar in size to surrounding buildings.**

3. Design the front elevation to appear similar in scale to contributing buildings on the block.

- **On a two-story building, there should be a one-story element such as a porch.**

4. Infill construction should enhance the pedestrian character of the district.

- **Entrances to new buildings shall be oriented towards the street.**
- **Maintain patterns of window and door proportions and placement found in the vicinity.**
- **Maintain the front setback most common on the block.**
- **The space between adjacent buildings should be the same as the average space between other buildings on the block.**

- **Parking should be located towards the rear of the property whenever possible.**

5. Use building forms that are similar to those of contributing buildings on the block.

- **Rectangular masses are the typical building form.**

6. Use roof forms that are similar to contributing buildings on the block.

- **Hip and gabled roofs are appropriate in most settings.**
- **Flat roofs should be used only where appropriate to the context. Flat roofs should have a parapet.**

7. Exterior materials used on new buildings should complement those materials found on the contributing buildings in the neighborhood.

- **The use of wood, masonry and stucco is encouraged. If wood is used, it must be laid in a historic manner such as beveled (clapboard) or drop (shiplap).**
- **Synthetic siding materials, such as cementitious products, may be appropriate if they are similar in appearance to traditional materials.**
- **Wood is the preferred choice for window and doors. Metal window frames are discouraged other than exterior cladding for wood windows.**
- **Roofing materials shall be similar in appearance to contributing buildings in the neighborhood.**

8. Imitation of older historic styles is discouraged.

- **Interpretations of historic styles may be appropriate if they are subtly distinguishable as new buildings.**
- **Incorporate details and ornamentation found on contributing buildings within the context of new construction.**

9. Contemporary interpretations of traditional detail are encouraged.

- **New designs for details such as window and door trim, porch railings, columns add interest while remaining compatible with the historic buildings.**

10. See site features and streetscape section for guidelines on parking areas, site grading and lot pattern.

ACCESSORY BUILDINGS

POLICY

Contributing accessory buildings should be preserved when feasible. This may include preserving the structure in its present condition, rehabilitating it or executing an adaptive use.

GUIDELINES

1. **Contributing accessory buildings should be preserved when feasible. The Landmarks and Urban Conservation Commission recognizes that these buildings are inadequate to serve the needs of today's families and businesses. Rehabilitation and adaptive use to serve a new function is encouraged. A Certificate of Appropriateness is required for demolition (see demolition section).**

2. **Alterations to contributing accessory buildings are to follow guidelines for contributing buildings.**

3. **New garages and accessory buildings should compliment the historic resource.**
   - **Accessory buildings must be subordinate to the main building.**
   - **The main building should inspire design for new garages with building details derived from the main building.**
   - **Building materials and finishes should be compatible with the main building, although some contemporary materials are acceptable substitutes for wood siding. Unfinished concrete block and plywood are not appropriate materials for new accessory buildings.**

4. **New accessory buildings should be sited towards the rear of the property and may not be located in front or side yards.**

5. **Access to these structures such as driveways shall be consistent with other existing driveways in the neighborhood.**

6. **Garage doors that are substantially visible from the public street must be of a style and material appropriate to the main building and the district.**
    - **Stamped metal or vinyl is not considered to be appropriate materials.**
    - **Two single doors on two car garages are preferable to a single door. This presents a less "blank" appearance.**

7. **Carports may be considered if they compliment the primary structure in building materials and design and are accessed by an existing driveway or by an alley. All other guidelines apply including location. Carports attached to the main building are considered additions to the building and follow guidelines for additions.**

8. **Prefabricated storage sheds should be located in the rear yard or where they are not substantially visible from any street.**

SITE FEATURES AND STREETSCAPES

POLICY

Historic site features should be retained. New site features should be compatible with the architectural character of the historic district.

Guidelines

1. Preserve historically significant site features which may include:

- **Historic retaining walls, gardens, driveways and walkways. Some fences and street trees are also examples of original site features that should be preserved.**
- **Sidewalks, parking (planting) strips, street trees and street lighting are examples of historic streetscape elements that should be considered in all civic projects.**
- **Street medians and other landscaped, public rights-of-way shall be maintained by the City of Albuquerque. Routine maintenance and repair do not require a Certificate of Appropriateness. Any alteration of the public rights-of-way is subject to approval by the Landmarks and Urban Conservation Commission.**

Site grading and lot patterns

2. The historic lot pattern creates a rhythm of buildings and the spaces between them and should be maintained.

- **Lot sizes should not be consolidated or subdivided except, where lots have been consolidated in the past; replatting to traditional lot size is desirable.**

3. Preserve the historic grading design of the site.

- **Altering the overall appearance of the historic grading is not appropriate. While some changes may be considered, these should remain subordinate and the overall historic grading character shall be preserved.**
- **Any change of more than one foot in existing grade at any point within the front yard setback requires a Certificate of Appropriateness from the LUCC. In cases where a site's**

grading is a character-defining feature that establishes the visual shape and visual appearance of the Historic District, significantly altering or removing the grade is prohibited.

6. Grading and drainage plans required for new construction shall show both existing and proposed grades.

7. Any existing retaining wall within the front yard setback area that faces a public right-of-way shall be maintained, repaired or restored in place, except that existing retaining walls constructed of materials not common to the period of construction may be replaced with more appropriate materials.

Parking (Planting) Strips

8. Maintain the Parking (planting) strip between the sidewalk and the curb.

- **Impervious materials such as brick pavers, concrete pavers and concrete are prohibited.**
- **City Ordinance prohibits the planting or removal of street trees in the parking strip or other public right-of-way without a permit from the City Forester. Refer to Chapter 6-6-1 (R.O.A. 1994) for information on the removal of street trees.**

Fences and Free Standing Walls

7. Preserve historic fences and yard walls when feasible.

- **Replace only those portions that are deteriorated beyond repair.**

8. When constructing new fences, use materials that appear similar to those used historically.

- **Simple designs consistent with historic iron fencing, wood picket fencing and other historic types are recommended over more contemporary styles. In all cases, the fence components should be similar in scale to those seen historically in the neighborhood.**
- **Where an ornate style of fencing can be documented as having been present at the property, that historic fencing may be replicated.**
- **A simple metal fence, similar to traditional "wrought iron" or wire, also may be appropriate.**

- **Coyote fencing, split rail fencing, bamboo and chain link fencing are not appropriate materials for the historic districts and are prohibited.**
- **Vinyl and other synthetic fencing are reviewed on a case-by -case basis. It may be appropriate if it is not seen from the street, if the style of the fence is compatible with the house and if the vinyl fence is not replacing a historic fence or landscape feature.**
- **The use of extruded vinyl fencing material is not permitted in the front yard.**

Cellular vinyl fencing may be appropriate if painted.

9. A front yard fence should have a "transparent" quality, allowing views into the yard from the street.

- **Using a solid fence, with no spacing between boards, is inappropriate in a front yard.**
- **A front yard fence should not obscure the character defining features of the house.**

10. Fences taller than three feet may be appropriate in side or rear yards. The fence should not begin before the midpoint of the house.

11. CMU block walls shall be stuccoed and architecturally integrated into the building.

Retaining Walls

12. Any existing retaining wall within the front yard setback area that faces a public right-of-way shall be maintained, repaired or restored in place, except that existing retaining walls constructed of materials not common to the period of construction may be replaced with more appropriate materials. Railroad ties are not an appropriate material for new retaining walls or fencing.

13. Maintain the historic height of a retaining wall.

- **Increasing the height of an existing wall is inappropriate. If a fence is needed for security, consider using a wrought iron one that is mounted on top of the wall. This will preserve the wall, allow views into the yard and minimize the overall visual impact of the new fence.**

14. Preserve the materials and the historic finish of a historic masonry retaining wall when feasible.

- **If portions of the wall are deteriorated, consider replacing only those portions that are beyond repair if a suitable material is available. Any replacement material shall match the original in color, texture and finish. Masonry units of a size similar to that used historically shall be employed.**
- **If re-pointing is necessary, use a mortar mix that is similar to that used historically and apply it in a joint design that matches the original.**
- **Painting a historic masonry retaining wall or covering it with stucco or other cementious coating is generally not appropriate. Painting of previously unpainted masonry requires a Certificate of Appropriateness.**

15. *Trellises and decks*

- **A new trellis or deck should be located at the side or rear of the house.**
- **A new trellis or deck should be compatible with the historic resource in material and design.**
- **It is not appropriate to introduce a new feature that may introduce a false sense of history. New features should be easily distinguished.**

16. *Mechanical equipment such as HVAC systems*

- **Rear yards are the preferred location for mechanical units.**
- **Mechanical units are not allowed in the front yards of residential buildings unless the LUCC determines that there is no feasible alternative.**
- **Mechanical units are permitted in side yards, but only if screened from the street and adjoining properties.**

17*. Satellite dishes*

- **Property owners should utilize the smallest dish possible to meet their needs and place it out of the public sight line.**

18. *Play equipment* constructed for use by children do not require a Certificate of Appropriateness. Also see definition of accessory building.

Parking areas and driveways

19. Avoid large expanses of parking

- **Divide large parking lots with planting areas. Large parking areas are those with more than five cars.**
- **Locate parking areas to the rear of the property when physical conditions permit.**
- **An alley should serve as the primary access to parking when physical conditions permit.**
- **Parking shall not be located in the front yard, except in driveways. Existing driveways should not be widened or expanded. Paving in the front yard setback other than for driveways is prohibited.**

20. Screen parking areas from view of the street.

- **Automobile headlight illumination should be screened from adjacent lots and the street. Fences, walls and planting, or a combination of these should be used to screen parking.**

Accessibility

21. When accessibility accommodations are contemplated for contributing buildings, the new work shall be designed and installed to be a compliment to the existing structure and not detraction.

- **Designs for new ramps or other structures should be simple.**
- **Design should be sensitive to the character and massing of the existing building, however, it should not mimic the historic design.**
- **Landscaping, choice of building materials and compatible color choices are ways of minimizing the visual impact of a new feature.**
- **Installation of new ramps or other structures should be done in a manner that is reversible, and the work should be removed when the need is passed**
- **Existing door openings may be made wider to create an accessible path into a building.**
- **Extensive modification of existing porches and stoops should be avoided.**

22. Accessibility requirements for commercial and multi-family buildings shall incorporate materials and styling that complement the building. Commercial quality landscaping may be required.

Solar Panels and equipment

23. The use of ground based solar arrays is encouraged. Consider solutions that respect the building's historic setting yet provide solar access in the present and over time. Arrays should be located in an inconspicuous location such as a rear or side yard, be low to the ground, and screened to limit visibility. Care should be taken to respect historic landscape, including materials and grading.

- **Place solar panels in areas that minimize their visibility from a public thoroughfare, such as below a parapet, behind a dormer or on a rear-facing roof. The primary façade of a historic building is generally the most distinctive and thus most important elevation. To the greatest extent possible, avoid placing panels on street-facing facades and roofs, including front and side street elevations.**
- **Installations should not result in the permanent loss of significant character-defining features on historic buildings. Solar panels should not be located in areas that require alteration to character-defining features, such as changing an existing roofline or dormer. Also avoid solutions that obstruct views of significant features, such as windows and decorative detailing, or views of neighboring historic properties in an historic district.**
- **Installations should not require or result in the removal or permanent alteration of historic fabric. Solar panel installations should be reversible. Use of solar roof tiles, laminates, glazing and other technologies that require the removal of historic fabric or condition of the material upon which installation is proposed as well as the method of installation and removal later o n. It may also be possible, through the use of brackets, to minimize the points of attachment to a structure.**
- **Low profile panels are encouraged. Solar panels should be flush or mounted no higher than a few inches above the roofing surface and should not be visible above the roofline of a primary façade.**

- **On flat roofs, set panels back from the edge. Flat roofs provide an ideal surface for solar arrays. To minimize visibility, ensure that the panels are set back from the edge and adjust the angle and height of the panels as necessary.**
- **Disjointed and multi-roof solutions are inappropriate. Panels should be set at angles consistent with the slope of the supporting roof. For example, avoid solutions that would set panels at 70-degree angles when the roof slopes at a 45-degree angle.**
- **Panels should be located on a single roof and arranged in a pattern that matches the configuration of the roof upon which they are mounted.**
- **Ensure that panels, support structures and conduits blend into the resource. The visibility of solar panels and support structures can be substantially reduced if the color matches the historic resource and reflectivity is minimized.**

Demolition

The Landmarks and Urban Conservation Ordinance Chapter 14-12-8 (B)(7) states that demolition of buildings within a historic overlay zone requires a Certificate of Appropriateness unless exempted by the specific development guidelines. The following standards apply to the demolition of buildings in the historic overlay zones:

- Demolition of contributing buildings shall only be permitted if the LUCC determines, based on evidence from the property owner, that the property is incapable of producing a reasonable economic return as presently controlled and that no mean of preserving the structure has been found.

- In making a determination or reasonable economic return, the LUCC may consider the estimated market value of the building, land and any proposed replacement structures and financial details of the property as cited in the LUC Ordinance.

- Demolition of non-contributing primary buildings is permitted without a Certificate of Appropriateness if plans for a replacement building have been approved by the LUCC and a building permit has been issued for the new construction.

- Demolition of non-contributing primary buildings without approved plans for a replacement building shall only be permitted if the LUCC determines, based on evidence from the property owner, that the property is incapable of producing a reasonable economic return as presently controlled and that no mean of preserving the structure has been found.

- Demolition of a non-contributing accessory building (as defined in the glossary of terms) is permitted without a Certificate of Appropriateness.

Glossary of Terms

The following definitions shall apply to the historic overlay zone development guidelines:

Accessory building A building detached from and smaller than the main building on the same lot; the use of the building shall be appropriate, subordinate and incidental to the main use of the lot.

Adaptive Reuse: The process of converting a building to a new use other than that for which it was originally designed,(for example, changing a school into housing or a garage into an accessory building).

Additions The construction of new portions of a building, specifically adding additional square footage, number of stories or height to an existing building.

Adobe An unfired, sun-dried brick made of clay and sand. A terrone is made of river sod, and was often cut directly from the banks of the Rio Grande.

Alterations Any construction, modification, addition, moving or destruction to the exterior of an existing structure other than repair or painting.

Appropriate Especially suitable or compatible; fitting.

Architectural Character The basic detailing, architectural rhythm, architectural style, appearance and historic period of a building or group of buildings or structures, including the site and landscape development.

Architectural Detailing The exterior placement and/or construction of the different architectural features including all horizontal or vertical surfaces.

Architectural Elements see Architectural Feature

Architectural Feature A prominent or significant part or element of a building, structure, or site. Architectural features may include special lines, massing, projections, recesses, and texture.

Architectural Style The characteristic form and detail of buildings of a particular historic period.

Balustrade Part of a railing system that includes a hand- or top rail and its balusters. Sometimes a bottom rail is also included. A baluster is the post or spindle, which vertically supports a handrail on stairs or balcony railing.

Bargeboard A board, often ornamental, that conceals roof timbers projecting over gables.

Bays A regularly repeated spatial element, defined by beams or ribs and their supports, within a structure.

Bay Window A window or band of windows that protrudes from the face of a building within a structural bay.

Bracket Any overhanging member projecting from a wall or other body possibly to support weight acting outside the wall. In the styles found in this district, they are often more decorative than functional.

Buttress An exterior mass, typically masonry but may be wood, set at an angle to or bonded into a wall to strengthen or support the wall.

Canales Projecting gutters or spouts built to carry rainwater away from the face of a building. Prominent in Spanish and Pueblo styles.

Cantilever A projecting feature supported only at one end.

Capital The uppermost member of a column or pilaster.

Character-defining feature A prominent or distinctive aspect, quality, or characteristic of a historic property that contributes significantly to its physical character. Architectural massing, roof shape, window and door design, major materials, and decorative details may be such features.

Casement window A window hung on one side that opens inward or outward. First appeared in wood and later in steel.

Cast stone Found quite often in this district. Cast stone is a cement mortar and stone chip mixture molded into blocks to simulate stone. The New Mexico Cast Stone factory was in use from 1906-1910 and Sears sold mail-order machines.

Castellated Bearing the external fortification elements of a castle such as battlements, turrets, etc. similar to a medieval castle. Southwest Vernacular styled houses sometimes have a castellated parapet.

Certificate of Appropriateness The written authorization required for alteration, demolition or new construction in historic overlay zones as provided for in Chapter 14, Article 12, Landmarks and Urban Conservation, ROA 1994.

Clapboard Overlapping horizontally laid long wood boards used on wood framed houses.

Clerestory A series of windows placed along the upper edge of a wall.

Composition The assemblage of architectural features and details of a specific architectural style, or the use of materials that are based upon specific examples found in an area or time period.

Compatible Capable of existing or operating together in harmony.

Contributing building A building that is listed on the State or National Register as contributing to the historic and architectural character of the historic district.

Consider A suggestion.

Cornice Any molded projection which "finishes" or "crowns" the part to which it is attached.

Demolition The complete removal of a building.

Dentil Ornamentation in the form of a band of square, tooth-like blocks, usually found underneath the cornice. Brick is often used for this ornamentation on Territorial Revival buildings.

Detail A drawing indicating location, composition and correlation of the elements and materials.

Discouraged An attempt to dissuade.

Dormer A vertically set structure on a sloping roof containing a window or vent. There are several types of dormers which are named by their shape or roof type.

Dormer window

Double Hung Sash Window A window with two vertically sliding sashes, one above another, arranged to slide vertically past each other.

Eave The lower edge of the roof that projects beyond the wall.

Engaged column

Emergency Repairs Any and all repairs necessary to create a watertight building or structure due to a recently occurring event, including but not limited to fire, flood, tornado, lightning, hail or vandalism.

Entablature

Exterior Materials The outer finish of a structure which provides protection against weather and serves as a decorative element.

Façade That portion of any exterior elevation on the building extending from grade to the parapet, wall, or eaves and the entire width of the building elevation, that faces a public street, alleys excluded.

Fanlight

Fascia A plain horizontal band or the finished edge of an eave or rafters.

Feasible Capable of being done or carried out

Feature A prominent architectural part or characteristic.

Fence Any structure, not integral to any building, used as a barrier to define boundaries, screen off, or enclose a portion of a property.

Fenestration

Gable roof

Gambrel roof

Guideline An indication or outline (as by a government) of policy or conduct.

Hipped roof

Human scale The relationship of people to their surroundings; a dimension that relates to our own size.

Integrity The ability of a building to communicate its historic significance.

Keystone

Leaded Glass A window comprised of small panes of glass held together by lead strips called cames.

Lines Visual elements of the building, either within the façade or on the building edge, which are in a linear form either horizontally or vertically and may be composed of masonry, glass, or other related materials.

Lintel A horizontal member (such as a beam) that spans a window or door opening in order to carry the weight of the wall above it. Often made of wood and exposed in the Spanish -Pueblo Revival style.

LUC Ordinance The Landmarks and Urban Conservation Ordinance of the City of Albuquerque's Revised Ordinances, Article 12, Section 14. This ordinance provides for the intent of historic preservation in the city, creation and duties of the Landmarks and Urban Conservation Commission, establishment of City Landmarks, historic zones, and urban conservation overlay zones, procedures for alteration, new construction, demolition, public hearing notification and procedures, appeal procedures, limits and penalties.

Mansard roof

Mass pertain to the volume, bulk of a building or structure.

Massing The arrangement of structural volumes in order to create an overall proportionally interrelated form or series of forms.

Masonry The shaping, arranging and uniting stone, brick, adobe or concrete block to form walls and other parts of a structure.

Mullion The primary vertical member separating and often supporting two window sashes or fixed panes of glass. Mullions and muntins are often confused.

Muntin Secondary member separating fixed panes of glass within a window sash.

National Register of Historic Places The official list of the Nation's cultural resources worthy of preservation. The National Register is administered by the National Parks Service under the Office of the Secretary of the Interior. The associated programs for the National Register are administered by the NM Historic Preservation Division. Properties listed on the Register include districts, sites, buildings, structures, and objects that are significant in United States History, architecture, archaeology, engineering, and culture. These resources contribute to the historical and cultural foundations of the Nation. The National Register does not control the use, alteration, or demolition of any privately owned property, unless Federal money is used in the project.

New Mexico Register of Cultural Properties The official State of New Mexico list of cultural resources worthy of conservation and preservation. This list and associated programs are managed and administered by the State of New Mexico Office of Cultural Affairs, Historic Preservation Division. The NM Register does not control the use, alteration, or demolition of any privately-owned property unless public money is used in the project.

Non-contributing building A building that is listed on the State or National Register as not contributing to the historic and architectural character of the historic district.

Orientation The direction the front facade of a building faces.

Original at the time of initial construction or developed over the course of history of the structure.

Palladian Window A three-part window grouping. The central window is arched, wider and often taller, and is flanked by two smaller windows, either flat or arched.

Parapet The extension or short wall above the roof line of a flat roof. In some styles, like Southwest Vernacular, found in creative shapes, like crenelated, stepped or undulating.

Parking strip That portion of any lots or lots situated between the street curb line and property line along the public street. This is sometimes referred to as the planting strip and is intended for landscape elements.

Period of Significance The span of time in which a property attained the significance for which it meets the National or State Register Criteria.

Pilaster

Pitch The angle of a sloping roof. A low pitch is under 30º, normal pitch is 30-45º, a steep pitch is over 45º.

Porch shall mean a roofed structure that is open on at least two sides, one side being the street facing side, that projects from the exterior wall of a building and is used as an outdoor living area. Porch walls are a minimum of 50% open (and unenclosed) except for removable screens, screen doors, storm sashes or awnings.

Porte Cochere A covered entrance porch for carriages or cars to drive through. Also called a carport.

Portico

Primary Structure A structure that functions as the primary living or working height to width.

Projections shall mean items such as sills, eaves, cornices, canopies, porches, and chimneys.

Proportion 1. Harmonious relation; balance; symmetry. 2. The relationship of the size, shape, and location of one building element to all the other elements; each architectural style typically has its own rules of proportion.

Public Right Of Way Publicly owned streets and walkways. For the sake of the guidelines, alleys are not considered a public right of way.

Quoin Units of masonry used to accentuate the corners of a building.

Rafter A roof support, sometimes exposed as a decorative detail.

Recesses Portions of the building both in the horizontal and vertical planes that are setback from the building wall either for pedestrian articulation, to provide space for windows and/or doors or to create special architectural detailing.

Repair The restoration to good or sound condition of any part of an existing building for the purpose of its maintenance.

Roof Flat A roof with no pitch, or a slight pitch.

Roof Gable A style of roof with one ridge. The gable is also the triangular wall area at the end of

Roof Gambrel A ridged roof with two slopes on each side, the lower slope having the steeper pitch.

Roof Hipped Roof A roof with four uniformly pitched sides.

Roof Mansard Roof A roof with two slopes on all four sides

Roof Shed A pitched roof with no ridge.

Rhythm The recurrence at regular or uniform intervals of features especially windows, masonry, textures, etc. within a building or neighborhood.

Scale The proportional relationship of the size of parts to one another and to the human figure.

Security Bars (Wrought Irons): Bars placed on the interior or exterior of a house over windows and/or doors for security.

Segmental arch

Setback The distance of a building from the road. Also, the situation in which the upper stories of a building are stepped back from the lower story.

Shall In this publication, shall means mandatory in accordance with these guidelines.

Shed roof

Should What must happen unless circumstances illustrate why an alternative may be appropriate in accordance with these guidelines.

Shiny metal Unpainted metal, particularly modern metal like aluminum.

Sidelight

Single hung sash window A window with two vertical sashes where one sash is fixed and one sash slides.

Standard Something set up and established by authority as a rule for the measure of quantity, weight, extent, value, or quality; criterion; rule; requirement; mandate.

Technically infeasible Structural, or other existing physical or site constraints that prohibit modification of addition of elements, spaces, or features that are in full and strict compliance with the requirements.

Terra cotta

Texture shall mean the quality of a surface, ranging from mirror finish, smooth, to coarse and unfinished.

Transom

Trellis

Turret A circular or polygonal projecting bay or structure usually with a steep pointed roof.

Unusual Details Details that are not typical of the style or era due to exceptional originality or workmanship, making them especially valuable. The Landmarks and Urban Conservation Commission will determine the treatment for unusual details.

Vigas A projecting timber roof beam, now often decorative.

Visible from the Street That portion of a structure that is visible to a person standing on any publicly maintained street. For the purposes of design review, that portion of any structure that is not visible due only to vegetation is still considered visible from the public right of way.

Yard, front That part of a yard between the front lot line and the front façade of the principal building on the lot, and extended to the sides of the lot.

Yard, rear That part of a lot between the rear lot line and the rear facades of the principal building on the lot and extended to both sides of the lot lines.

Yard, side That part of a lot not surrounded by buildings and not in the front or rear yard.

This glossary of definitions was developed utilizing definitions from the 2003 International Existing Building Code, the Comprehensive Zoning Code, the Landmarks and Urban Conservation Ordinance and other relevant City ordinances, Webster's Dictionary and selected architectural and historic preservation texts.