WASHINGTON PARK HISTORIC DISTRICT

HISTORIC ARCHITECTURAL DESIGN GUIDELINES

Historic Architectural Design Guidelines
Washington Park Historic District

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Borough of North Plainfield
Historic Preservation Commission

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Chapter 1. Introduction

1.1. Washington Park Historic District — A Guiding Principle

The Washington Park Historic District in North Plainfield, New Jersey, contains a well-preserved collection of distinguished suburban houses representing a wide variety of late Victorian American house styles set along winding, tree-shaded streets (see Figure 1). Its eclectic housing stock survives in a state of preservation dating from the 1868-1917 period, reflecting middle-class aspirations of the post-Civil War period. This diversity is edged and harmonized with mature street trees, lush landscaping, and bluestone pavers along uniform sidewalks—all set on picturesque winding streets, are the features that give Washington Park its special identity as a wealthy railroad suburb of architectural interest. Washington Park remains a cohesive suburban neighborhood that embodies the interplay of picturesque architecture and pastoral design typical of the late 19th-century prosperity in the state.

The houses are 2-1/2 story, frame or stuccoed brick, with wooden trim applied to porches, gables, and window frames. There are 213 properties within the National Register/State Register Historic District which was successfully nominated to the New Jersey and National Registers of Historic Places in 1988. An expanded locally designated historic district encompasses 239 historic resources. Most of these dwellings contribute to the district's character and appearance.

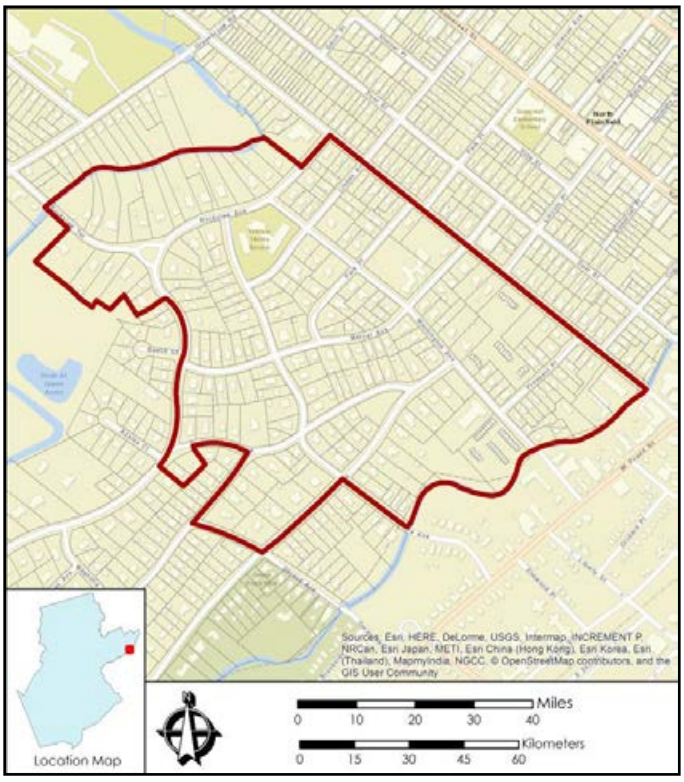


Figure 1 Location of the Washington Park Historic District

The historic district has a unique sense of place and an architectural legacy that links present and future residents with the past, providing residents with a distinctive quality of life; many of the buildings in the district reflect the stewardship and care of generations. This heritage is one which Washington Park residents recognize as vital to protect, preserve, and enhance for future generations. The Washington Park Historic District includes not only individual

structures, but also the community's distinctive architectural style, including the ways in which structures interact with one another through scale, proportion, building materials and the overall streetscape.

The protection and preservation of Washington Park's heritage is a guiding principle for borough residents and leaders. These actions not only recognize the importance of Washington Park's historic resources for the enhancement of its residents, but also the resulting economic benefits from increased property values and tax revenue.

1.2. Benefits of Historic Preservation

Historic preservation helps build and reinforce community character. Architectural design guidelines represent a framework for protecting Washington Park's unique story and overseeing future evolution of its historic resources. Design guidelines give assurance to property owners that their investments will be protected.

Historic Preservation Promotes Quality of Life. Through historic buildings and landscape, a community differentiates itself from any other place. The quality and condition of buildings and landscape reflects a community's self-image; well-maintained and unique historic neighborhoods make a place more inviting to visitors and improve life for its residents.

Historic Buildings Often Last Longer than New Ones. Often, buildings constructed before the 1960s have greater sustainability and are superior in materials and construction than those built in the past 50 years.

Historic Preservation Supports Taxpayers' Investments. North Plainfield has invested in infrastructure like sidewalks, lights, gutters and curbs, and roads and streets in Washington Park. Maintaining existing neighborhoods and committing to revitalizing historic neighborhoods is among local government's most effective acts of responsibility.

Historic Preservation Creates Jobs. Rehabilitation and revitalization projects create thousands of construction jobs annually, and historic preservation creates more jobs than new construction. Because labor is often local, the economic benefits of rehabilitation are more likely to stay within the community, benefitting workers and the local businesses which they patronize.

Historic Preservation Increases Property Values. Nationally, studies consistently illustrate that National Register and local historic district listing both benefit homeowners by increasing property values. Neighborhoods within National Register and locally designated historic districts tend to have higher property values than adjoining neighborhoods not designated as historic, even those with similar architecture and landscape.

Historic Preservation Benefits Property Owners. Design guidelines help to ensure that owners' investments in a historic area are protected from inappropriate new construction or remodeling. Because the value and character of each property is influenced by the actions of its neighbors, design review helps protect the overall value and character of a neighborhood by providing consistent and proven guidance for treatment of properties.

1.3. Creation and Purpose of the Design Guidelines

North Plainfield created the Washington Park Historic District to safeguard its historical and architectural legacy. The Guidelines are applicable to the historic district in its entirety including contributing and key buildings, new construction, and non-contributing buildings clarifying appropriate and inappropriate treatment of significant and contributing historic features.

The purpose of the Guidelines is to provide property owners, design professionals, contractors, and the North Plainfield Historic Preservation Commission with the information and resources to guide future decision-making and promote good stewardship of Washington Park's heritage.

This document serves as the basis for review, decision making and approvals of architectural elements within the District, including repairs, restorations, renovations, alterations, additions, and maintenance to existing historic building façades, as well as design parameters for all proposed new construction to retain the aesthetic integrity of the community.

The Guidelines assist in preserving, maintaining, and promoting the historic architectural integrity, craftsmanship, and heritage of the Washington Park Historic District, maintain neighborhood character and property values. The Guidelines assist property owners and their design and building professionals in their plans for rehabilitation and continued use of historic buildings.

The Guidelines address building scale and the relationship of building scale to its neighbors, as well as the relationship of the building to its porch, front yard, fence and sidewalk, and the relationship of this impact to the street. The Guidelines provide direction for the design of new buildings, considering the effect of new construction taken as a whole, not just the effect on the most immediate neighbors.

The Guidelines are incorporated into the local ordinances of North Plainfield and have been developed so that they conform to *The Secretary of the Interior's Guidelines of the Treatment of Historic Properties* and *The Secretary of the Interior's Guidelines of Rehabilitation* (see Appendix B).

1.4. Policy and Regulatory Foundation

These Guidelines are intended to implement adopted borough policies and work within established regulations; key policy and regulatory documents are summarized below.

Master Plan. The Borough of North Plainfield's master plan was adopted in 1974, with five re-examination reports issued over next 40 years until 2014 when a new master plan was adopted. The 1974 master plan called for the preservation of open space and the protection of natural, cultural, and historic resources. The 2010 re-examination report recommended a historic preservation

element, and in the 2014 master plan, existing land use chapter refers to the Washington Park Historic District as a residential use.

Zoning Ordinance. North Plainfield Zoning Ordinance No. 19-1980 amends and supplements Article 12-122 "Historic District Residence Zones", which establishes the Historic Preservation Commission, and provides the regulatory framework for review for certificate of appropriateness and the designation of historic landmarks and historic districts. Article 122.4.5 designates the "Washington Park Historic District" as an historic district. Article 12-122.7 provides uniform standards and criteria for the regulation of historic landmarks and historic districts for use by the Historic Preservation Commission. Projects subject to design review with the Guidelines must also meet requirements for the applicable zoning district and building form; if conformance with zoning regulations would have an adverse impact on the historic character of a property, owners may apply for an administrative zoning variance.

State and National Registers of Historic Places. The Washington Park Historic District was successfully nominated to the New Jersey and National Registers of Historic Places in 1988.

Building Code. North Plainfield's building code provides minimum construction, electrical, fire, maintenance and other Guidelines. All construction projects must meet the building code, although special exceptions may be available for historic properties.

1.5. Jurisdiction and Exemptions

Any proposed exterior work to be performed on an existing or proposed single family, two family, multi-family residential, religious or recreational structure within the Washington Park Historic District is subject to and must comply with the Guidelines. The Guidelines shall be applicable to any portion of the structure visible from the street including front and side elevations, as applicable.

All renovations, alterations, reconstructions, and new construction projects require the applicant to check with the Zoning and Construction Departments for permits which may be required. If a building or other borough permit is required, the applicant will be directed to apply to the Historic Preservation Commission as well. If a building permit is not required, but the work affects the exterior appearance of the property, review by the Historic Preservation Commission may still be necessary.

1.6. Historic Preservation Commission

Listing in the National or State Register is an honorary designation and provides only limited protection of historic resources. In order to more fully preserve and maintain properties in the Washington Park Historic District, a local historic overlay district and the Historic Preservation Commission (HPC) were established by the governing body.

Protecting the physical and cultural assets of the Washington Park Historic District has significant economic benefits to North Plainfield, Somerset County, and the State of New Jersey. The members of the HPC acknowledge that the property owners and residents within the District are fellow stewards of Washington Park's architectural and cultural history.

The HPC is established by the Zoning Ordinance. It is the responsibility and duty of the members of the HPC to identify and protect the overall character of Washington Park. The HPC conducts design review within the Washington Park Historic District. Among its responsibilities, the HPC provides advice to the Planning and Zoning Board on applications for development. New construction, as well as the additions or alterations to the exterior of structures in the Historic District, require a Certificate of Appropriateness from the HPC.

See Appendix B for the full duties and responsibilities the HPC.

See Appendix C for the Certificate of Appropriateness process.

Chapter 2. Certificate of Appropriateness

2.1 Preservation Values

Preservation practice is based on making the least invasive repairs, modifications and other changes necessary for preservation and reuse of a historic structure and its character-defining features. The Guidelines are intended to assist in the determination of appropriate architectural treatments within the District. Every effort within the Guidelines is to maintain and protect the historic character of the District. This historic character includes a structure's architectural features, the historic materials used to create it, its spatial delineation or volume, and its setting and landscape features. The following core preservation values provide the basis for the Guidelines:

- **Protection.** Keeping historic buildings in use and protecting them from deterioration;
- **Rehabilitation.** Updating historic structures to accommodate modern living and repair deteriorated features;
- **Authenticity.** Retaining historic character, features and materials;
- **Continuity.** Keeping significant places that convey the community's history over time;
- **Community Identity.** Providing a unique sense of place; and
- **Stewardship.** Caring for distinguished historic structures and passing them on to future generations.

The following considerations are made when determining historic significance of a resource:

- **Historic Architectural Periods and Styles.** Architectural styles found in the District include the Gothic Revival, Italianate, Second Empire, Victorian Gothic, Stick Style, Queen Anne, Shingle Style, Colonial Revival, American Foresqure, Tudor Revival and Bungalow. See Appendix E for full descriptions of each style.
- **Historic Significance Classifications.** Residential structures may be categorized by historic significance in three major classifications:

◊ *Key* - Constructed during the historic district's period of significance and possesses distinct architectural and/or historical significance; acts as a landmark within the architectural matrix of the district.

◊ *Contributing* - Constructed during the historic district's period of significance and possesses architectural and/or historical significance as well as design and setting integrity.

◊ *Non-Contributing* - Constructed after the historic district's period of significance and not compatible in size, scale, or materials with the historic district nor does it contribute to the cohesiveness of the district's streetscapes.

- **Concept of Integrity.** Underlying these Guidelines is the concept of integrity. This means that a building can be recognized as belonging to its particular time and place in the district's history. Elements of integrity may include the building's overall mass, form and materials, architectural details such as porches, brackets, dormers, windows and doors, and the relationship of the building to its surroundings and landscape. Loss of integrity means that a building no longer reflects its original time and place as a result of many changes that have been made. In making design review decisions, the HPC carefully evaluates the effect proposed additions and other major alterations will have to assure that building's and the district's integrity is maintained. Approval is given to those projects that retain and enhance the characteristics that give a building its sense of time and place, or integrity.

2.2 Preferred Sequence of Treatment

The Guidelines follow the preferred sequence of improvements in the The Secretary of the Interior's Guidelines for the Treatment of Historic Properties. The treatment options below are listed in order of preference:

- *Preserve.* If a historic feature is intact

and in good condition, preserve it with regular maintenance to sustain the integrity of the structure.

- *Repair.* If a historic feature is deteriorated or damaged, repair it to its original condition.
- *Replace.* If it is not feasible to repair a historic feature, then replace it in-kind (materials, detail and finish). Replace only that portion which is beyond repair.
- *Reconstruct.* If all or part of a historic feature is missing, reconstruct it from appropriate evidence, such as historical photographs, or features on similar adjacent properties.
- *Add Compatible Features.* If a new feature (one that did not exist previously) or an addition is necessary, its design should minimize the impact on a historic structure. It is also important to distinguish new features on a historic structure from original historic elements, and avoid adding features to primary building facades.

2.3 Alternative Materials for Rehabilitation and New Construction

An alternative material is a material which differs from that used to create the original. Where a historic feature is entirely missing, or damaged beyond repair, a visually identical and physically compatible alternative material may be considered by the HPC for contributing and key structures, and will be considered for non-contributing structures. Alternative materials may also be appropriate in the construction of new primary or ancillary buildings or additions. When reviewing the appropriateness of alternative materials the HPC will consider the following:

- Potential impact to architectural character and historical significance;
- Durability;
- Appearance;
- Location;
- Sustainability;
- Cost; and,
- Interaction with historic building materials.

When considering alternative materials, the HPC may review:

- Samples of the material;
- Product literature, including information on the expected lifespan, durability of the material, and long term life cycle costs;
- Ability to replicate the visual and aesthetic characteristics of the historic material;
- The level of detail, significance, and characteristics of the feature being replaced;
- Ability to expand and contract with historic materials; and,
- Where economic hardship is a consideration, the cost of the alternative material relative to the original material.

22-122.10 ACTIONS REQUIRING A CERTIFICATE OF APPROPRIATENESS

A. A Certificate of Appropriateness issued by the Historic Preservation Commission shall be required before a permit is issued for any of the following, or, in the event no other type of permit is otherwise required, before work can commence on any of the following within a historic district:

1. Demolition of any building, landmark, place or structure.

2. Relocation of any building, landmark or structure.

3. Material change in the exterior appearance of any building or structure by addition, reconstruction, demolition, alteration or maintenance whether or not a building permit is required. A Certificate of Appropriateness is not required, where a building permit is not required, if the work being performed is an exact duplicate of the existing facade and will not result in a change to the exterior of the property or structure.

4. Any addition to or new construction of a principal or accessory building or structure. This section shall apply to the noncontributing properties and structures in the Historic District.

5. Changes to existing walls and fences or construction of new walls and fences, whether or not a building permit is required. Repair or exact replacement of existing walls and fences do not require a Certificate of Appropriateness.

(a) The wall or fence affected shall be the area along the front lot line and returning to the front setback line on each side. Should the property be on a corner, the wall or fence affected shall be along the front and side streets and returning to the respective setback lines.

6. Changes to sidewalks or construction of new sidewalks, whether or not a building permit is required. This subsection shall apply to the noncontributing properties and structures in the Historic District.

(a) Existing bluestone slate and curbing shall be replaced in kind. Synthetic surface-treated concrete resembling bluestone slate may be used, subject to the approval of the Historic Preservation Commission.

(b) Existing concrete sidewalks may be replaced with ordinary concrete unless fifty (50%) percent or more of the sidewalk is being replaced, in which case it shall be replaced with bluestone slate and curbing. Synthetic surface-treated concrete resembling bluestone slate may be used, subject to the approval of the Historic Preservation Commission.

(c) All new construction must use bluestone slate and curbing. Synthetic surface-treated concrete resembling bluestone slate may be used, subject to the approval of the Historic Preservation Commission.

B. A Certificate of Appropriateness pursuant to subsection 22-122.10a. is not required for material changes to existing properties or structures classified as noncontributing properties or structures in the District Nomination, except as otherwise specified herein, unless and until ownership of such noncontributing properties or structures are transferred after the effective date of this section, from which time forward they shall then be required to conform to all provisions of this section.

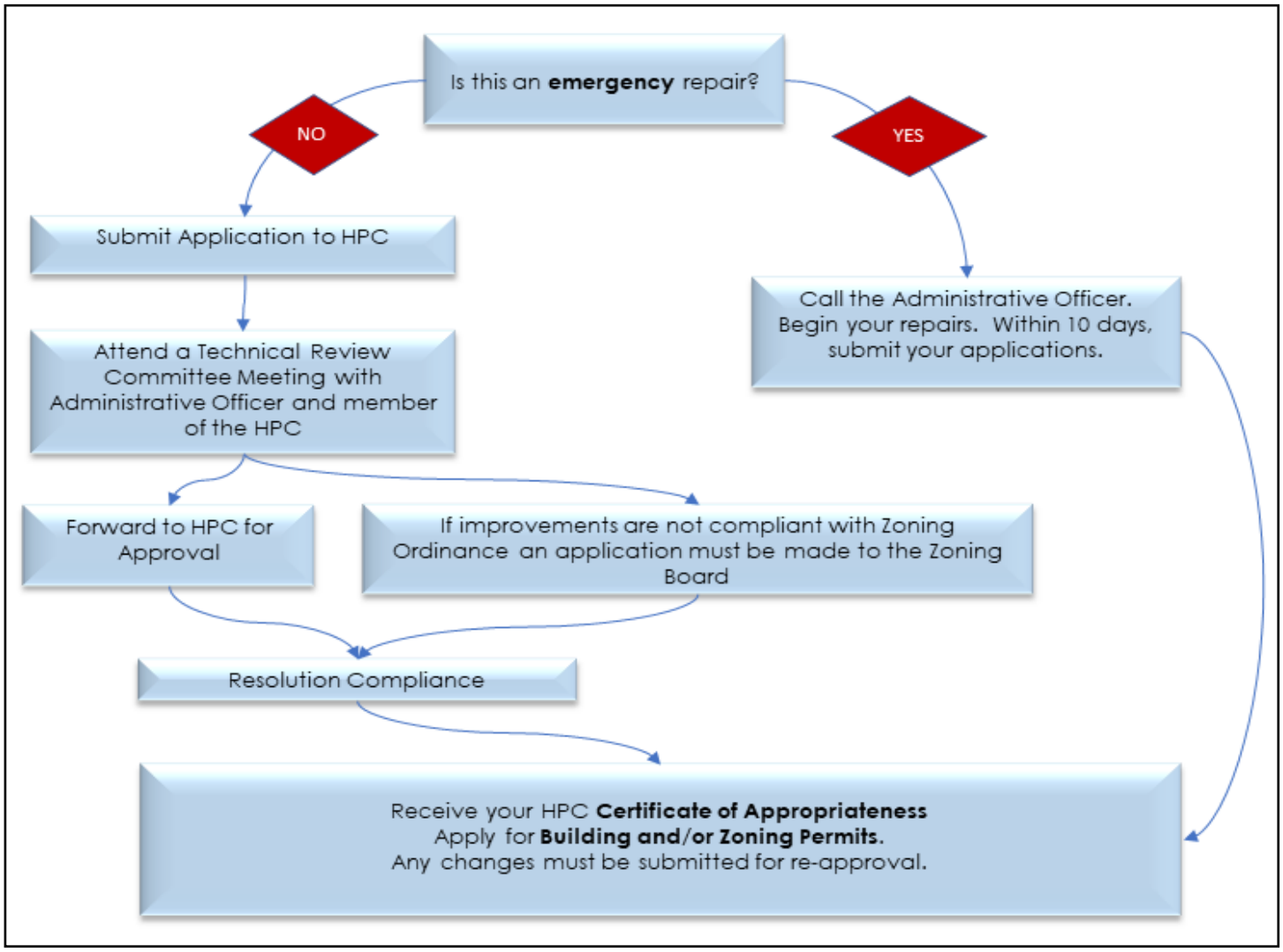
C. A Certificate of Appropriateness is not required for changes to the interior of structures, whether any such work requires a building permit or is done under the term

"ordinary repairs" where a building permit is not required.

D. Existing conditions on existing properties and structures shall not be subject to the conditions of subsection 22-122.10 retroactively for so long as said conditions continue without change. Only when material changes are sought by the property owner, and only then, shall the material changes be subject to this subsection.

E. All permits or actions requiring a Certificate of Appropriateness for historic sites or property in historic districts shall be referred to the Historic Preservation Commission for a written report on the application of the zoning ordinance provisions concerning historic preservation to any of those aspects of the change proposed which aspects were not determined by approval of an application for development by a municipal agency. The Historic Preservation Commission shall submit its report to the Construction Code Official. The Historic Preservation Commission shall report to the Construction Code Official within forty-five (45) days of his referral of the application to the Historic Preservation Commission.

If within the forty-five (45) day period the Historic Preservation Commission recommends to the Construction Code Official against the issuance of a permit or recom-



The steps that are required to obtain a CA are outlined in the chart above.

mends conditions to the permit to be issued, the Construction Code Official shall deny issuance of the permit or include the conditions in the permit, as the case may be. Failure to report within the forty-five (45) day period shall be deemed to constitute a report in favor of issuance of the permit and without the recommendation of conditions to the permit.

In the event an application for development is referred to the Historic Preservation Commission by either the Planning Board or the Board of Adjustment pursuant to subsection 22-122.27, the Construction Code Official shall not also refer the matter to the Commission; it being the intent of this Section that the Historic Review Commission shall complete its review of all relevant aspects of each application within forty-five (45) days of initial referral of the application to it. This Section shall not be construed to preclude either the Planning Board or the Board of Adjustment from seeking and obtaining additional information from the Commission on an application after the Commission has submitted its report on that application. (Ord. #679-R-88-19, S1; Ord. #99-11, S1; Ord. #99-15, S1).

Chapter 3: A Brief History of the Washington Park Historic District

3.1 The Origins of Washington Park

Washington Park's modest origins reach back to the late seventeenth century with Dutch settlers exploring the region's vast hilly expanses in search of valuable ores. However, despite these early Dutch influences, emigres from the British Isles arrived soon thereafter with one of the more notable land purchases belonging to Philip Cox, who in 1727 purchased nearly 200 acres "betwixt the first and second mountain called the Blue Hills."[i] Despite this influx of settlement, however, the area remained largely undeveloped and lightly populated as illustrated in John Hills' 1781 *A Map, Somerset County* which shows the vicinity of Washington Park as an undeveloped region along the periphery of the county (see Figure 1).

Though colloquially recognized as "Blue Hills," this area was not formally incorporated into its own municipal body until 1806 when an Act of the Legislature of the State of New Jersey formed Warren Township by setting aside portions of both Bridgewater and Bernards Townships. According to Gordon's 1834 Gazetteer of the State of New Jersey, Warren's hills contained rich veins of copper ore as well as occasional finds of gold ore which fortune-seekers worked since the late

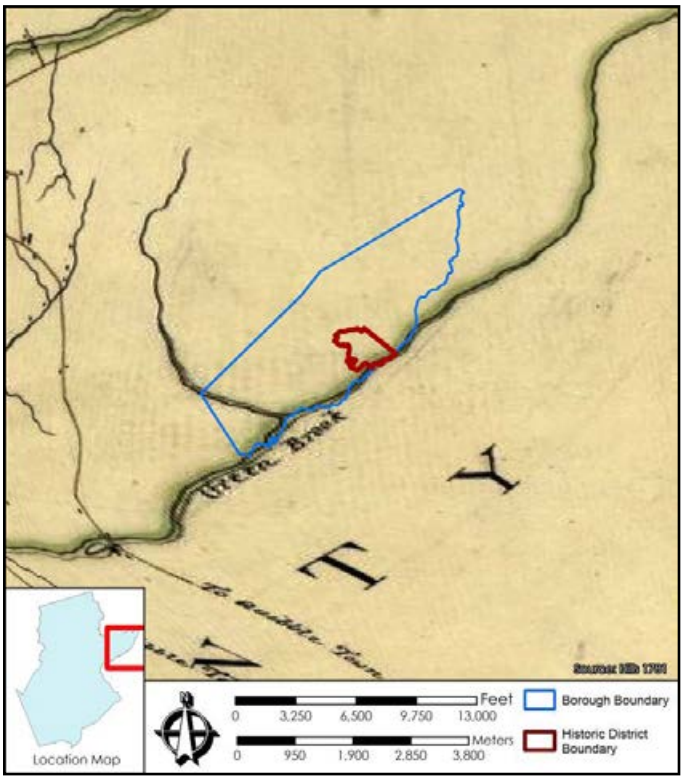


Figure 1—John Hills' 1781 *Map of Somerset County,* showing the location of the Washington Park Historic District.

eighteenth century. Other early industries during the first half of the nineteenth century included sawmills, fulling mills, grist mills, and distilleries.[ii] Of course, these industries were in addition to the primary industry of the early nineteenth century—agriculture.

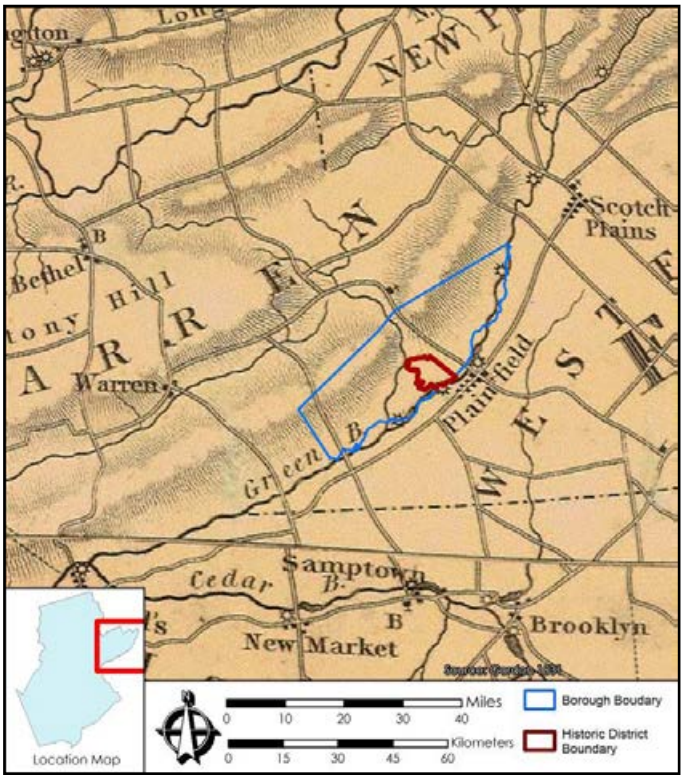


Figure 2 Thomas Gordon's 1833 *Map of the State of New Jersey* showing the location of the Washington Park Historic District.

In 1833 Thomas Gordon produced *A Map of the State of New Jersey* to accompany his famous Gazetteer (see Figure 2). This map depicts the region around the Washington Park Historic District as a relatively undeveloped area sitting at the foot of a gap in the First Mountain and lying between Stony Brook to the north and Green Brook to the south. The town of Plainfield is shown a short distance to the southeast and minor residential development is visible along what is now Watchung Avenue to the east. In general, however, this area seemed to have remained relatively untouched prior to the mid-nineteenth century, the supposition being that it consisted largely of sparsely settled farmland.

The 1850 *Map of Somerset County, New Jersey* by Otley, Van Derveer, and Keily shows several of the landowners situated in and around the Washington Park Historic District vicinity (see Figure 3). Neighboring landowners were listed as members of the Cadmus and Nelson families. Joseph Nelson, according to the 1850 Census farmed a significant tract of land with a value listed at that time at $5,000. His neighbor Andrew A. Cadmus owned a similar sized parcel while his neighbor to the other side of his property, Benjamin Stelle, Jr. owned a much more sizeable property valued at $16,000. By 1860 Benjamin Stelle died and Nelson retired with a sizeable personal holdings to a home in nearby Plainfield. The Cadmus family, however, still owned and farmed much of the surrounding land, as illustrated on Meyer's 1862 *Map of Union County, New Jersey (*see Figure 4*)*.[iii]

Figure 3 Otley, VanDerVeer, & Keily's 1850 *Map of Somerset County, New Jersey* showing the location of the Washington Park Historic District.

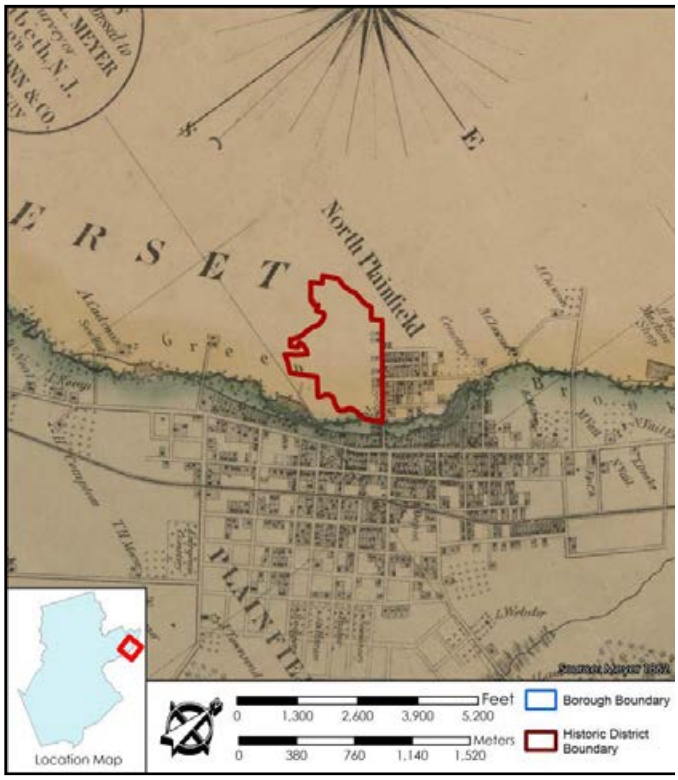


Figure 4 Meyer's 1862 *Topographical Map of Union County, New Jersey* showing the location of the Washington Park Historic District.

3.2 Planning a Community

In 1868, a group of nine investors hired John W. Soper, an engineer and surveyor, to draw up a plat map for a proposed subdivision (see Figure 5). At the top of the names signed onto the plan was that of William White—an English immigrant, brick and stone mason and builder of homes who had developed an extensive fortune and reputation for real estate speculation and development. White purchased a sizeable land holding within what is now Washington Park sometime prior to 1868 and along with William J. Roome, a New York Attorney and fellow real estate developer, established a partnership to develop Washington Park. Other signatories to the development plan included William McCutchen—a wealthy fire insurance agent, Charles W. McCutchen—son of William McCutchen and a Commission Agent, Julia Peck, John Tappan—vice-president of an Insurance Company in New York, William DeKlyn—a New York City real estate broker, and Reverend Edmund Embury—a wealthy Episcopal priest.[iv] In essence, multiple fire insurance representatives, a real estate broker, a knowledgeable real estate attorney, and an experienced builder formed the core of the Washington Park development team.

Most interesting about this proposed development is that long before the widespread adoption and use of zoning laws and restrictions, the group established a system of standards to be used in designing and building homes within Washington Park. Filed with the County Clerk, the compact imposed specific restrictions on the approximately 300-acre development site which included the following: no land use other than residential, uniform building setbacks from the property line, every house would have a minimum construction cost of $5,000, and prohibitions against "nuisances" such as slaughterhouses, tanneries, glue factories, and such similar trappings of an urban mixed-use landscape. The compact even set out a fine schedule for violators of these guidelines.[v] These rules aimed to attract a specific clientele.

While covenants such as this were common in England, they rarely saw use in the United States. Similar design and property constraints were used by Llewellyn Haskell in 1857 with the establishment of Llewellyn Park, and later again in 1877 by Stuart Hartshorn in the construction of Short Hills which places Washington Park as an early example in an emerging trend of planned communities with controlled design parameters.

While Roome and White (as their New York City partnership was filed) held the role of primary investors in the venture, they were not alone. In addition to the other early

landowners mentioned above, early parcels also belonged to Isaac Gaston, a merchant, banker, and miller, and John D. Holmes, a city surveyor.

The New Jersey State Legislature established the formal boundaries of North Plainfield Township in 1872 by setting aside a portion of Warren Township. The new township included all the area that is now known as North Plainfield Borough, Green Brook Township, and Watchung Borough. For the first time in its history, the area assumed a much closer approximation of its current self.

Despite the other interested parties, however, the lion's share of the development fell within lands controlled by White, Roome, and John Tappan. In fact, numerous deeds within the historic district lead back to plat maps bearing one of these names.[vi] Undoubtedly, with these men known as experienced real estate developers, promotional efforts focused on developing Washington Park. Indeed, F.W. Beers' 1873 *Atlas of Somerset County* sheet for Warren Township shows the winding streets of Washington Park juxtaposed against the surrounding grid plan so common with nineteenth century residential and suburban development (see Figure 6).[vii] A prominent detail to note on this map is the proximity of the development both to and

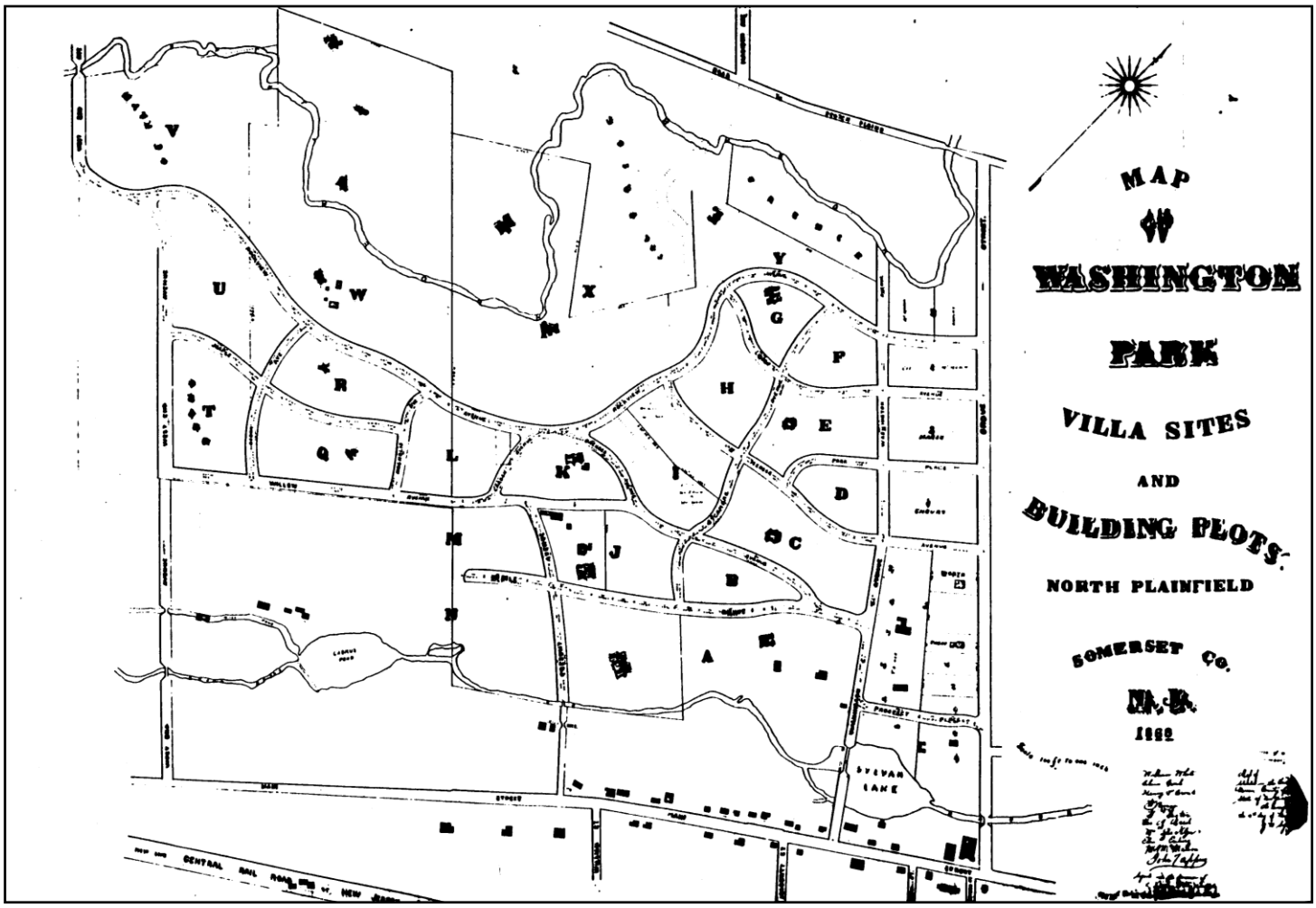


Figure 5 1868 *Map of Washington Park Villa Sites and Building Plots, North Plainfield, Somerset Co.*

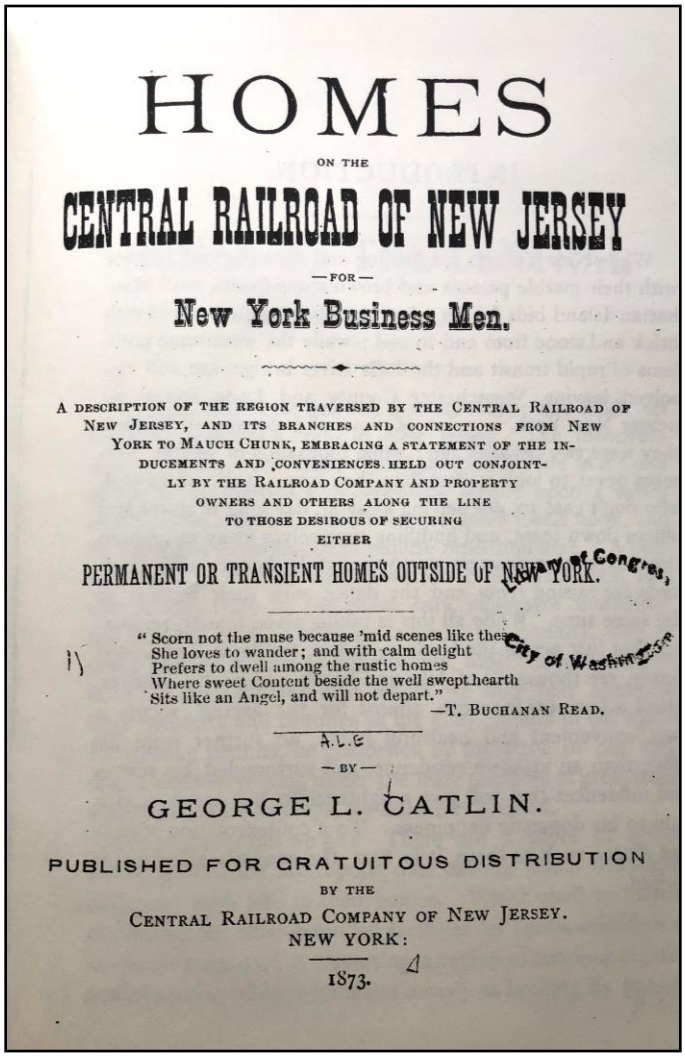
Figure 6 F.W. Beers' 1873 *Atlas of Somerset County, New Jersey* Showing the Location of the Washington Park Historic District.

from the Central Railroad of New Jersey tracks which lay just south of Green Brook in the City of Plainfield. Close enough for a way to commute into the City, but far enough as to not be bothered by the nuisance of the locomotives and rumbling train cars.

Contemporaneous with the Beers' depiction of Washington Park, the development gained mention in a promotional publication called Homes on the Central Railroad of New Jersey for New York Businessmen (see Figure 7).

This publication describes Washington Park as follows:

> "Just over Green Brook, which passes close to Front Street, and divides Union from Somerset County, our walk brings us in full view of the mountain again, the slopes of which already indicate that they are to be soon occupied by stately villas. A stone-paved roadway from the city [Plainfield] to the mountain is, in fact, being already constructed. About a mile distant are the picturesque Wetumpka Falls. Now we turn down Grove Street, and see before us square after square filled with tasteful dwellings, all of them fitted up as conveniently as city houses.


HOMES

ON THE

CENTRAL RAILROAD OF NEW JERSEY

—FOR—

New York Business Men.

A DESCRIPTION OF THE REGION TRAVERSED BY THE CENTRAL RAILROAD OF NEW JERSEY, AND ITS BRANCHES AND CONNECTIONS FROM NEW YORK TO MAUCH CHUNK, EMBRACING A STATEMENT OF THE INDUCEMENTS AND CONVENIENCES HELD OUT CONJOINTLY BY THE RAILROAD COMPANY AND PROPERTY OWNERS AND OTHERS ALONG THE LINE TO THOSE DESIROUS OF SECURING EITHER

PERMANENT OR TRANSIENT HOMES OUTSIDE OF NEW YORK.

"Scorn not the muse because 'mid scenes like these
She loves to wander; and with calm delight
Prefers to dwell among the rustic homes
Where sweet Content beside the well swept hearth
Sits like an Angel, and will not depart."
—T. BUCHANAN READ.

A.L.C

—BY—

GEORGE L. CATLIN.

PUBLISHED FOR GRATUITOUS DISTRIBUTION

BY THE

CENTRAL RAILROAD COMPANY OF NEW JERSEY.

NEW YORK:

1873.

Figure 7 Cover of an 1873 Advertising Brochure to Promote Development along the Central Railroad of New Jersey.

> The Washington Park Grounds, comprising about three hundred acres, and imperatively restricted against nuisances, are located just beyond, and driving through the serpentine roadways, one knows not whether most to admire the scenery of valley and mountain beyond, or the taste displayed in the buildings and grounds before him. Yet three years ago this was all open farm."[viii]

A woodcut from this publication also depicts an idealized vision of the bucolic nature of Plainfield and North Plainfield as seen from the vicinity of Fanwood (Scotch Plains) in the 1870s (see Figure 8) while another illustrates the splendor and high style of the local architecture (see Figure 9). The booklet even offered advertisements for local realtors who could assist in purchasing a lot or home (Figure 10).

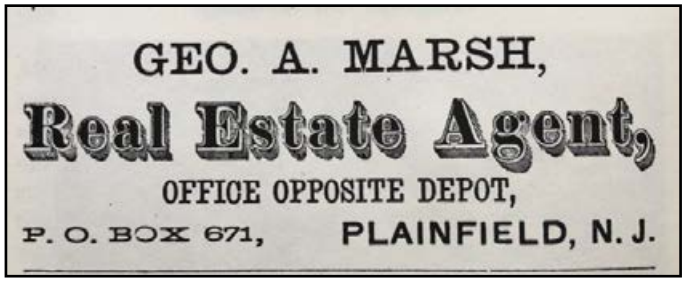


Figure 8 1873 Advertisement for local real estate agent.

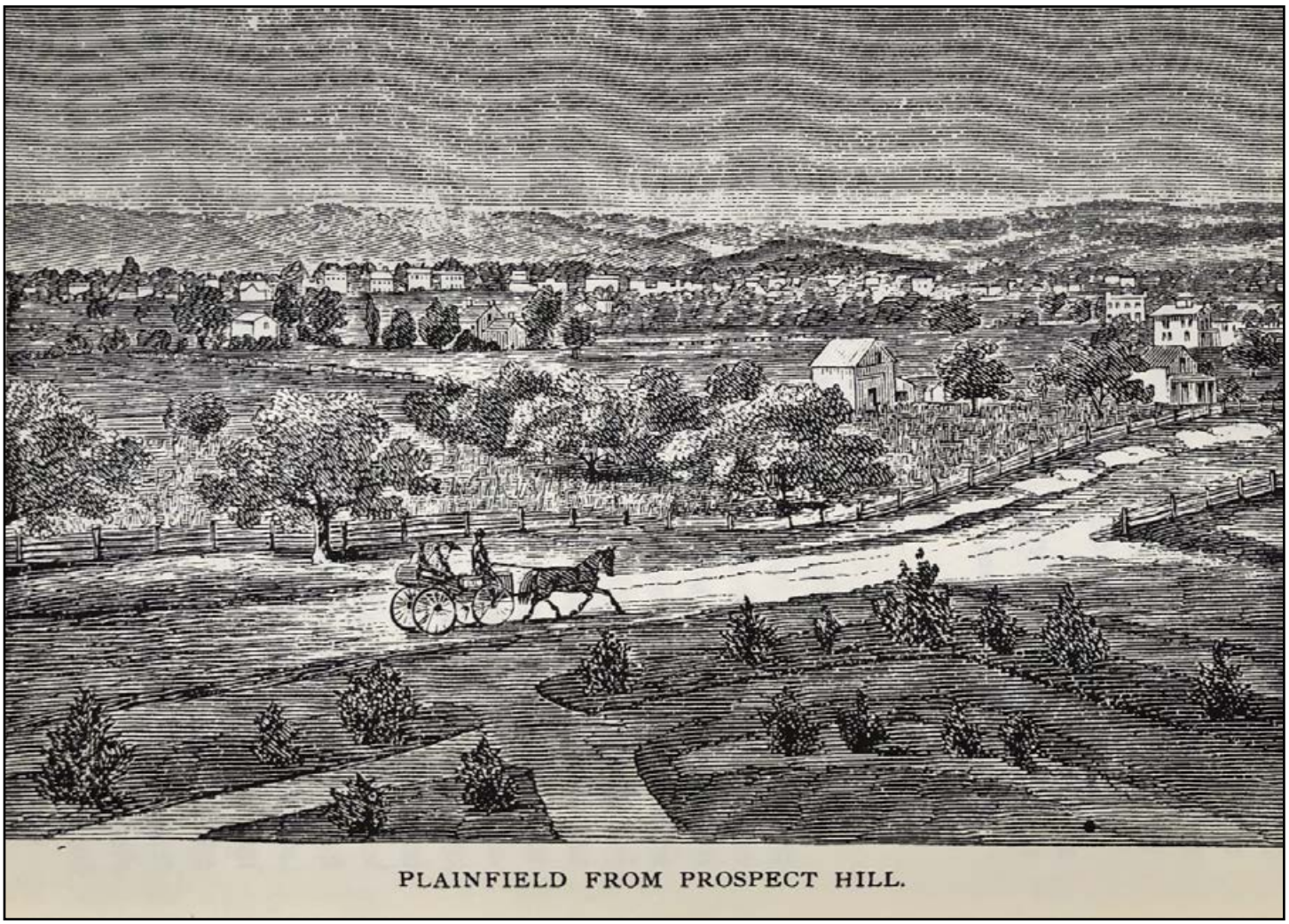


Figure 9—1873 *Woodcut of Plainfield and North Plainfield with a backdrop of the Watchung Mountains.*

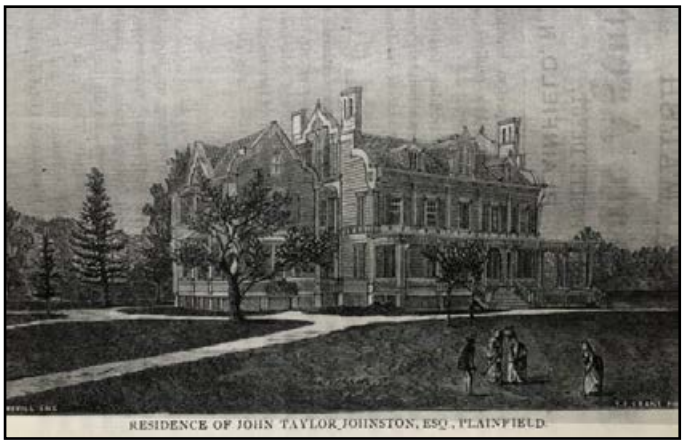


Figure 10 Woodcut illustration of the John Taylor Residence of Plainfield, NJ showcasing the local architecture.

As mentioned earlier, with the covenants designed to attract the well-to-do and dissemination about the development in well-regarded publications, Washington Park sought to become a haven for the commuting New York entrepreneurs and elite. However,as depicted in Bailey's 1874 *Bird's Eye View of Plainfield, New Jersey* (see Figure 11), only 19 total homes occupied the subdivided lots while the remaining lands appeared to belong largely to Roome and White.

According to Wilson's New York City Co-Partnership Directory for the year 1876, Roome and White dissolved their partnership. Roome died two years later and bequeathed all his remaining property to his wife who through the estate continued to sell and develop parcels. By 1882, Robinson's Atlas of Union County, which depicted portions of North Plainfield, revealed that at least 63 of the lots within the Washington Park Historic District had been improved. Property owners included many New York City merchants, brokers, and bankers who took full advantage of the park-like splendor and available railroad access to the city. Some of the owners included Alex E. Faber—partner in G.W. Faber tobacco importers, W.C. Conrad, jewelry manufacturer DeWitt Brokaw—merchant George Dupee and his wife Josephine, Ella J. Truslow, John M. Bettman—a partner in the furniture retailer Cozzens and Company, Theodore Ellis—a New York merchant, and Benjamin Odio—a Cuba-born importer and merchant. An 1890s photograph of Rockview Avenue shows one of the homes (now 7 Rockview Avenue) and highlights not only the continuity of the

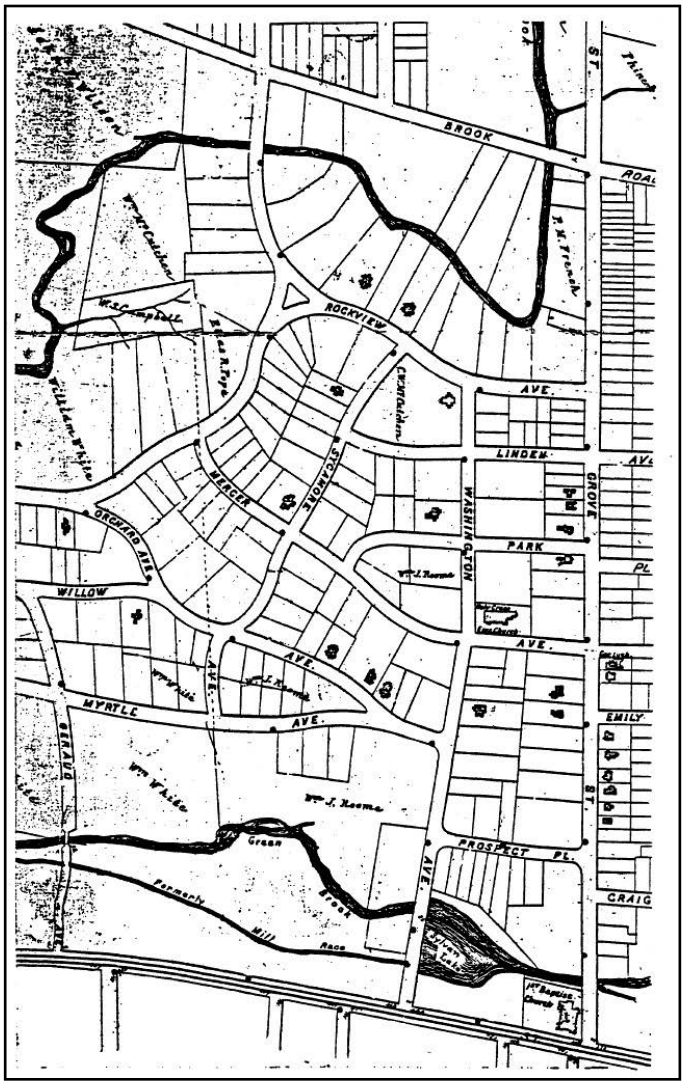


Figure 11 Bailey's 1874 *Bird's Eye View of Plainfield, New Jersey*.

home designs in the neighborhood, but also the degree to which the neighborhood remained undeveloped (see Figure 12).

In 1885 the borough of North Plainfield split from North Plainfield Township. Later divisions included the partitioning of Watchung Borough in 1926 and a name change to Green Brook Township in 1932.

Infilling of Washington Park boomed during the final decade of the nineteenth century as maps indicated about 89 residences in 1892, 114 residences in 1894, and by 1910 only 16 lots remained undeveloped within the limits of the current Washington Park Historic District (see Figures 13 through 16). In 1891, under the vision and drive of Foster Milliken—inventor and heir to the steel manufacturing fortune of Milliken Brothers of Staten Island (see Figure 17), New York, a group of Washington Park residents banded together to establish a club house for the community (see Figures 18 and 19). Located on lands formerly belonging to William J. Roome's old homestead, the Charles H. Smith-designed colonial-inspired building sat on a terrace overlooking Green Brook. Its interior contained rooms for billiards, bowling, cards, committee meetings, and even to hold charity receptions sponsored by Washington Park residents. The club's decorated grounds also included tennis courts. The "Park Club" formally organized in 1892 and the club house officially opened for use in 1894. An August 1894 article in the New York Times lauded the club house as one of the "prettiest club buildings in the country," while going on to explain that contrary to the trends of other social clubs of the time, the Park Club openly

Figure 12 Ca. 1890 photograph of 7 Rockview Avenue.

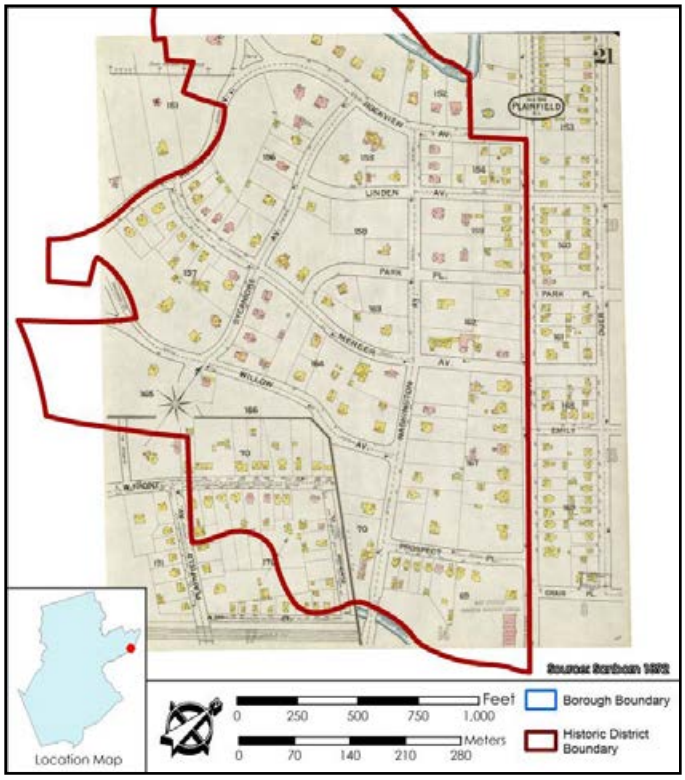


Figure 13 1892 Sanborn Fire Insurance Map Showing the Washington Park Historic District.

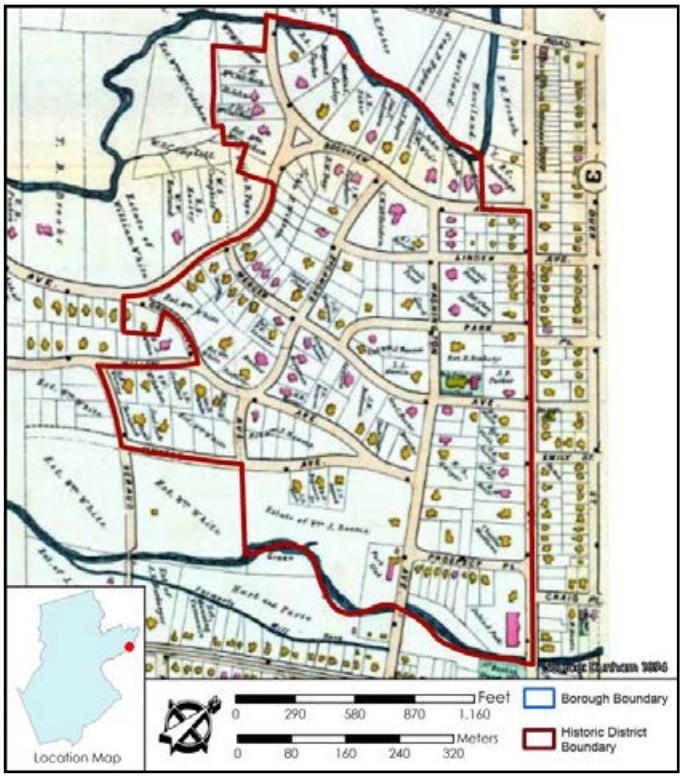


Figure 14 1894 Sanborn Fire Insurance Map Showing the Washington Park Historic District.

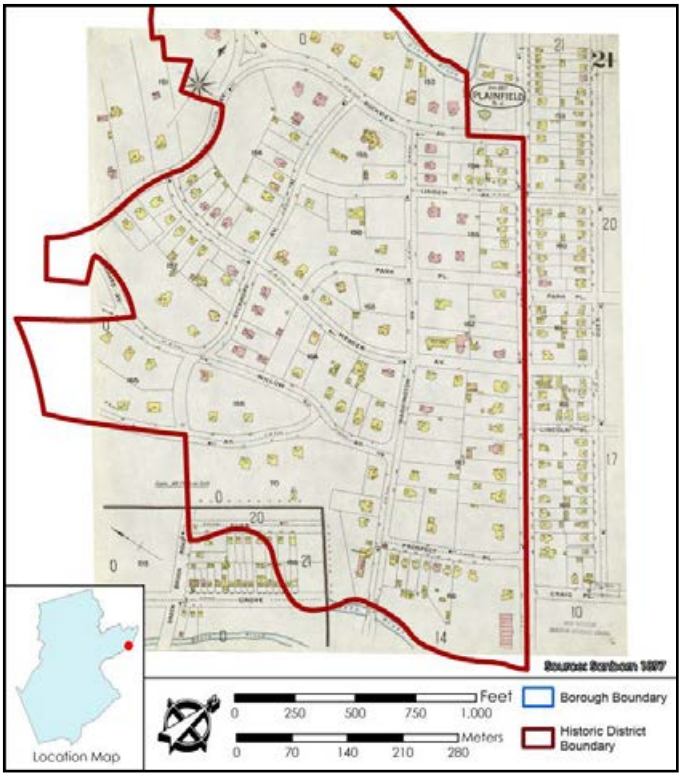


Figure 15 1897 Sanborn Fire Insurance Map Showing the Washington Park Historic District.

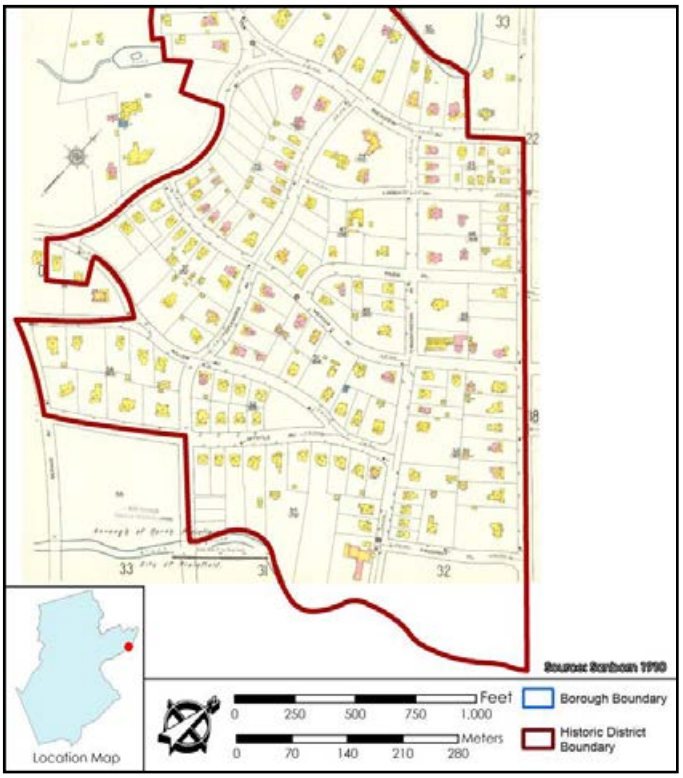


Figure 16 1910 Sanborn Fire Insurance Map Showing the Washington Park Historic District.

included both men and women in their membership.[ix]

William White passed away in 1893 and his interest in the development transferred to his estate. That same year, the United States suffered one of the worst financial calamities in its history. Insecurity about the ability of banks to convert notes for gold drove many depositors to prematurely withdraw their funds leading to significant runs on banks. In response, many banks suspended operations and offloaded assets to honor their commitments while manufacturing and retail companies lacked the necessary capital and credit to keep afloat. Recognized by the moniker "Great Depression," the Panic of 1893 held that title until the depression of the 1930s.[x]

Figure 17 Portrait of Foster Milliken, Inventor and Steel Magnate.

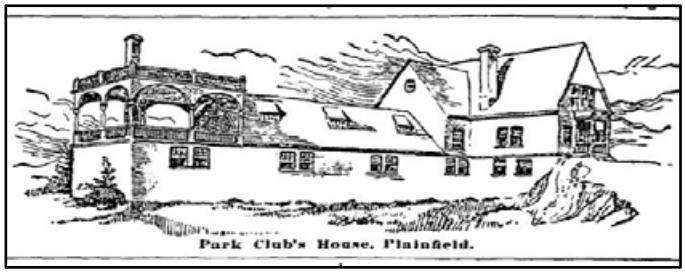


Figure 18 New York Times woodcut showing the Washington Park Club.

In stark contrast to the financial uncertainty felt throughout the country, the residents of Washington Park retained their affluence. As mentioned above, building continued within the community as more well-to-do migrated from the nearby cities of Newark, New York, and Jersey City out to suburban splendor. Yet, the wealth and splendor of the community could not completely shelter it from the effects of hard times. An article published in May of 1893 details an account of "Tramps" who lived on the outskirts of North Plainfield who "terrorized" Washington Park by going door to door in search of food, clothing, and money. According to the account, a group of the "Tramps" went so far as to threaten

Figure 19 Early 20th century postcard for the Washington Park Club.

homeowners at gunpoint and even forced residents out of their homes while they looted. One home belonged to one of the North Plainfield borough's council members and while the incident passed without personal harm being done, it did spur conversations about establishing a mutual protection organization within the Washington Park neighborhood.[xi]

The emergence of the twentieth century brought with it a new decade of financial troubles, political challenges, and social ills. A regional financial panic in 1903 preceded a nation-wide panic in 1907 which finally prompted the U.S. Federal Reserve as a means of stabilizing the national banking system. In the aftermath, many New Jerseyans felt the damaging effects of unemployment, bankruptcy, and financial ruin. Some new construction in and around Plainfield and North Plainfield during this period seemed to not only borrow from the popular and emerging architectural trends of the times, but also decried the region's prosperity in the face of America's financial uncertainty (see Figures 20 and 21).

In the political arena, attempts were made to annex the Borough of North Plainfield away from Somerset County as part of the City of Plainfield. Opponents to this plan cited the political aims of New Jersey State Senators seeking re-election and the establishment of a water-resource monopoly on behalf of another State Senator who owned a water company as the underlying drive for the maneuver.[xii] In 1914, the residents of North Plainfield borough voted to annex the township to the City of Plainfield.[xiii] That same year, the borough was reinstated thereby undoing the annexation.[xiv] In spite of it all, the Washington Park Historic District retained its status and affluence as illustrated by photographs and postcards of the area from the time (see Figures 22 to 25).

Within a few short years, the world descended into chaos on multiple fronts. From war to drought to financial depression,

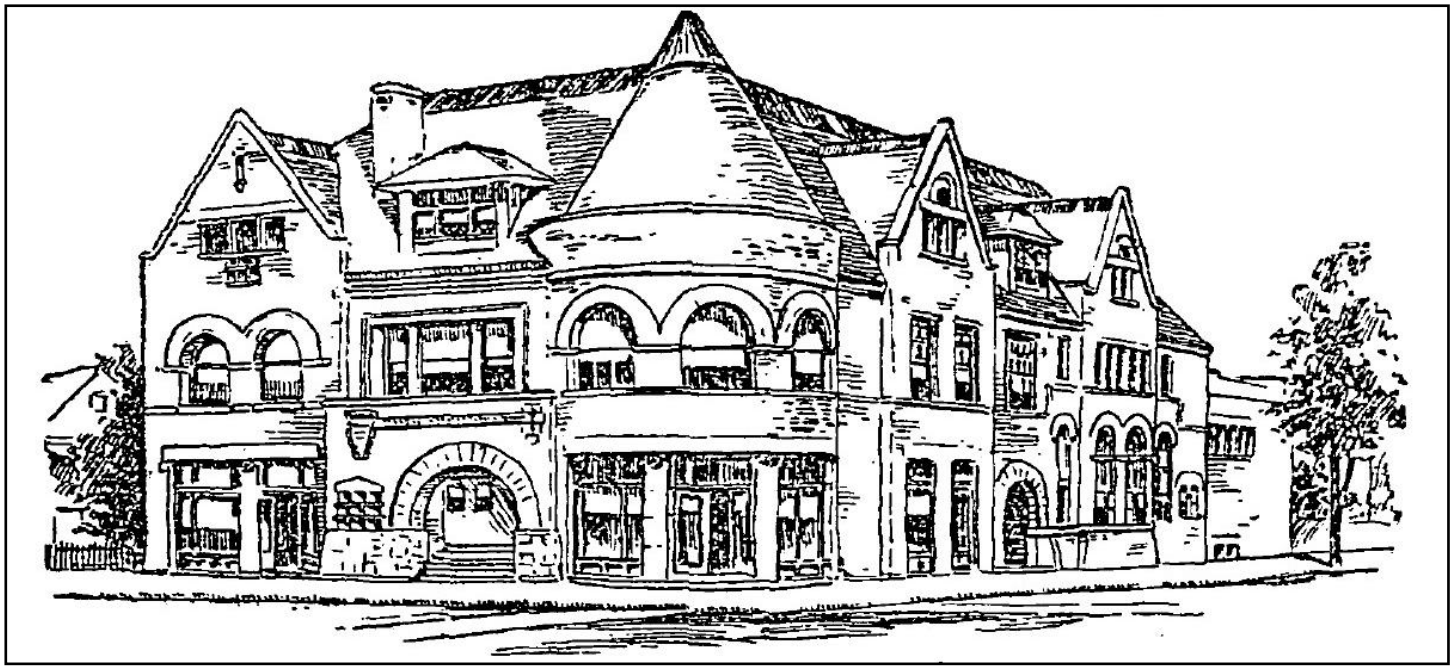


Figure 20 New York Times woodcut showing prominent architectural in an around North Plainfield.

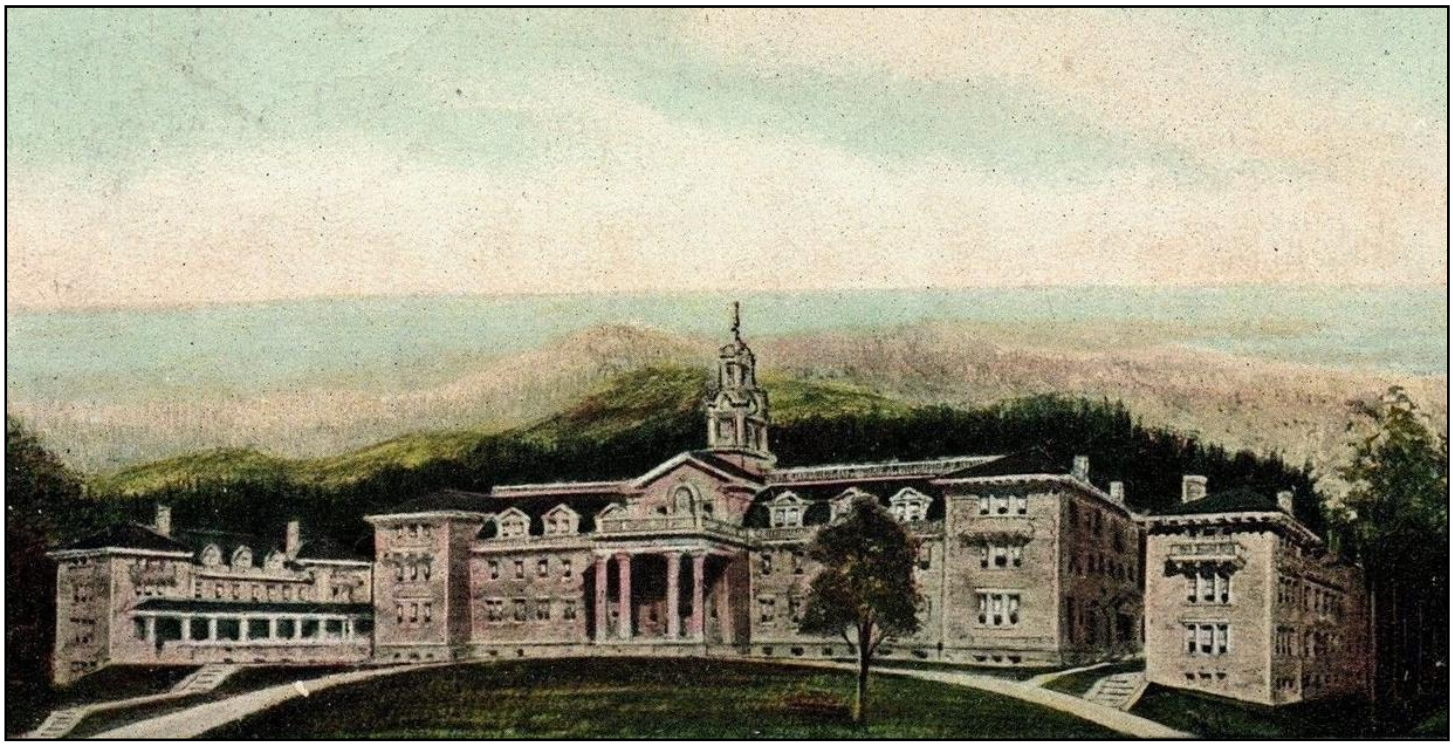


Figure 21 Early twentieth century postcard showing the Saint Mary Academy.

America felt the harsh effects of numerous global and local challenges. During this same time, the proliferation of the automobile and macadamized roads coupled with Washington Parks' relatively close proximity to New York City amplified its prominence as a residential destination for the affluent commuter. Historic photographs and aerial images for Washington Park reveal that the area remained sparsely developed and maintained the historic character of its mid- to late-nineteenth century construction. Meanwhile, however, within the surrounding Borough of North Plainfield, Sear, Roebuck & Company began a major promotional drive to build homes. The catalog-based houses could be purchased and built on a buyer's lot for as little as $7,000. Also during this era came the subdivision of some of the larger estate properties into multiple building lots. In fact, many of the farms depicted on historic aerial images from the 1930s were converted into building developments.[xv]

3.3 Planned Developments and Affordable Housing

The rapid expansion of the American economy during the Roaring Twenties came to a harsh and bitter end on October 24, 1929 as millions of investors dumped shares of their stocks. Over the next few days of Wall Street trading, the market plummeted to unprecedented lows. Lenders, short on cash and now unable to cash in on their investments, called for repayment of loans. The lack of cash-in-hand meant retailers couldn't sell and manufacturers needed to slow production. With low demand for goods, manufacturers laid off excess workers while cutting the wages of those who remained on the payroll and as many as 6 million people found themselves without work by 1931.

The Great Depression impacted everything in America from farming, to building,

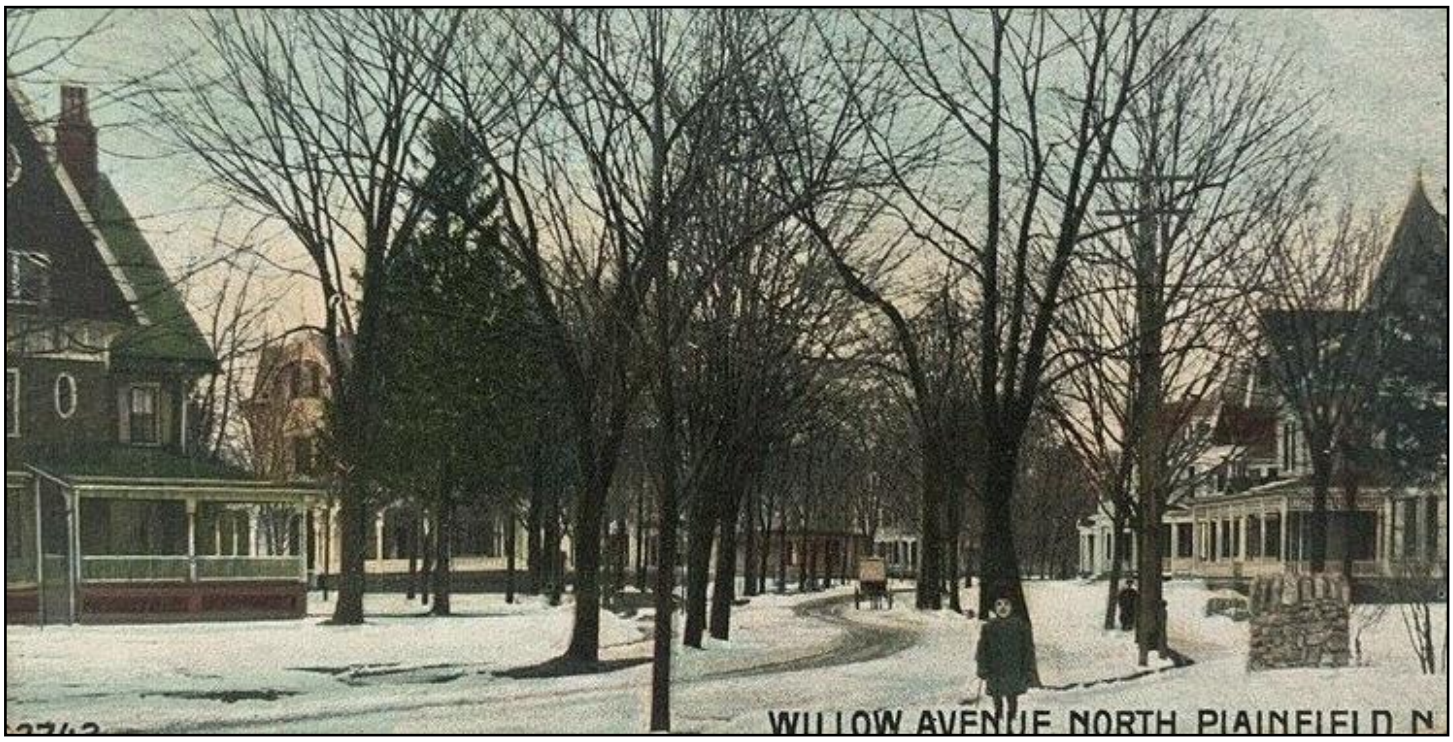


Figure 22 Early twentieth century postcard showing Willow Avenue.

Figure 23 Early twentieth century postcard showing the Washington Park Historic District.

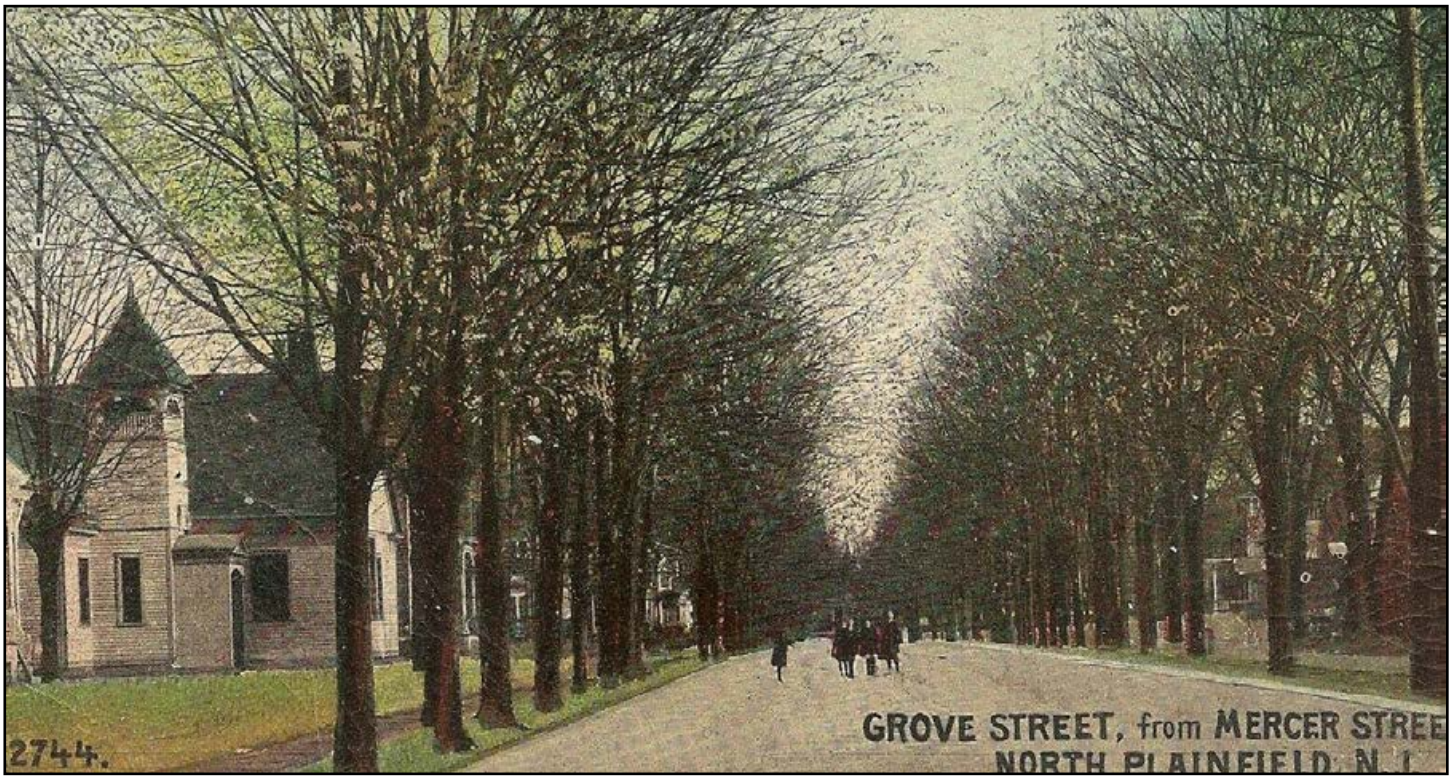


Figure 24 Early twentieth century postcard showing Grove Street.

Figure 25 Early twentieth century postcard showing 361 Grove Street.

to stock investment, to banking, to shipping. Every market or industry in the country felt its effects. Not even Washington Park, whose bucolic streets weathered other earlier financial storms with little adverse effect, could escape the fallout. Between 1930 and 1945 only six new dwellings were built within the Washington Park Historic District and only after Roosevelt's various government programs had been implemented. By contrast, the period from 1946 to 1960 following both World War II and the Korean War and spurred by government-backed GI loans, 17 new dwellings appeared in Washington Park. This expansion of new homes, however, seemed the last major push for available, open land as in the following period from 1961 to 1975 only six more dwellings emerged in the few remaining buildable lots. The final three single-family building lots disappeared in 1981 with new construction.

Zoning changes in the 1980s allowed for the emergence of multi-family construction within the final few parcels of Washington Park land. In 1988, 29 condominiums were built on lands formerly belonging to the Estate of William J. Roome. Another major parcel, formerly of the Roome estate was subdivided into condominiums in 1999. To-date, only a handful of non-residential properties are found within the district: The Park Club building, the Episcopal Church, and Yeshiva Tiferes Boruch. While the subsequent development of North Plainfield incorporated newer architectural styles and construction techniques, the bucolic streets of Washington Park largely remain a reflection of a world long past.

3.4 Architecture and Landscape

The 1899 bird's eye map shows the real design achievement of Washington Park. Juxtaposed against the gridded plans of North Plainfield and Dunellen—towns laid out with monotonous regularity—Washington Park's curvilinear layout stands in sharp contrast. Cradled between the Stony and Green Brooks, the Park takes inspiration from nature, rather than imposing artificial order.

Figure 26 Early twentieth century photograph of a Dwelling within the Washington Park Historic District.

Nearly ignoring the most popular design styles of the Early Romantic Revival—Italianate and Gothic Revival—the first significant surge of construction in Washington Park produced about a dozen Second Empire style houses, most built before 1874. While during this same phase, there only existed three Italianate houses

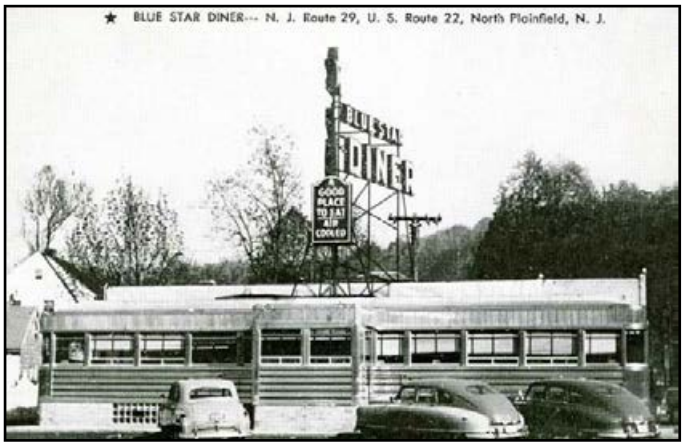


Figure 27 Ca. 1950s view of Blue Star Diner, North Plainfield. Such establishments became a staple of the car-centric suburbs across America.

between 1868 and 1873 with six more built through the 1890s exhibiting eclectic ornamentation putting them beyond the mainstream of the pure midcentury Italianate types.

Figure 28 Ca. 1917 view of 101 Rockview Avenue Published in the *Plainfield Courier News* Showing Modern Landscape and Public Safety features (e.g. sidewalks, crosswalks, etc…).

Typical early examples include wooden houses with restrained Franco-Italianate detailing while a 25-year building boom started in the 1880s that accounted for more than half of the significant structures in Washington Park.

Houses set in picturesque winding streets, are the features that give Washington Park its special identity as a railroad suburb of more than ordinary interest. Plainfield, North Plainfield, and other nearby towns had pleasant residential neighborhoods, but Washington Park was an entity apart, where complete absence of commercial and industrial development, coupled with Romantic landscape design, created a suburban ideal that survives, in large part, today.

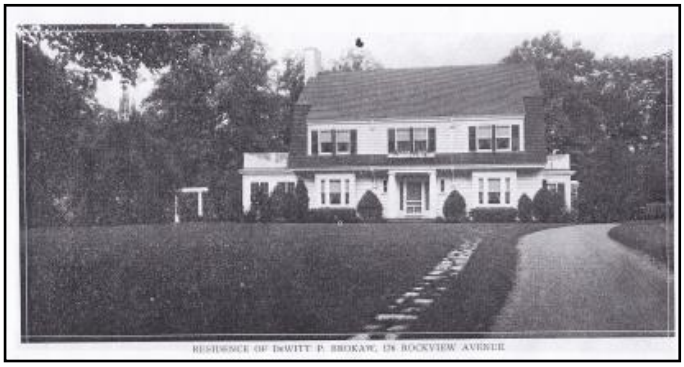


Figure 29 Ca. 1917 view of 176 Rockview Avenue Published in the *Plainfield Courier News* Showing Modern Landscape and Public Safety features (e.g. sidewalks, crosswalks, etc…).

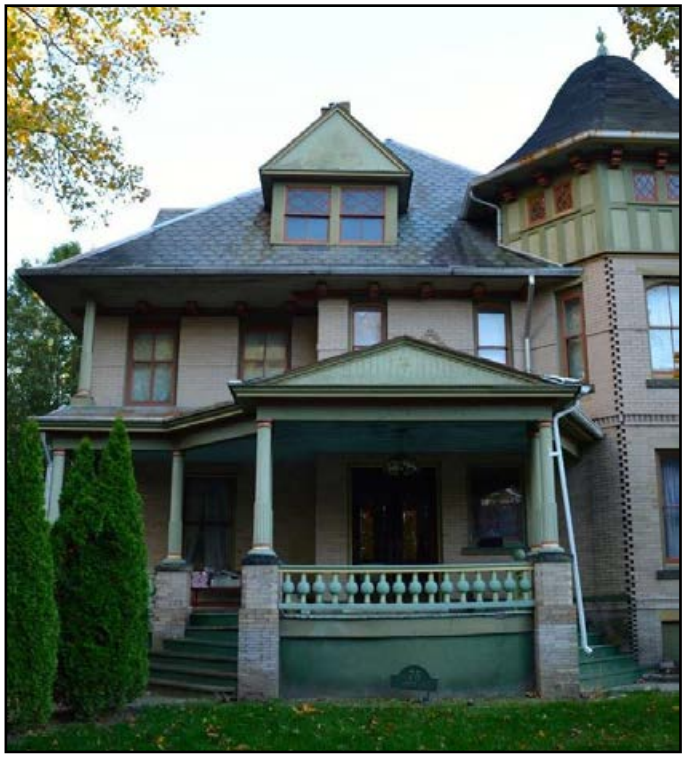
Chapter 4. The Architecture of Washington Park

The mandate of the Commission is the preservation, restoration, renovation, and replication of the architecture found in the Washington Park Historic District. Contributing architectural style examples are offered as a guide and reference to all prospective applicants and their design and construction professionals prior to the preparation of construction plans, specifications and detailed architectural drawings and appearance before the Commission in public forum.

Architectural styles found in the Washington Park Historic District include the Gothic Revival, Italianate, Second Empire, Victorian Gothic, Stick Style, Queen Anne, Shingle Style, Colonial Revival, American Foursquare, and Bungalow.

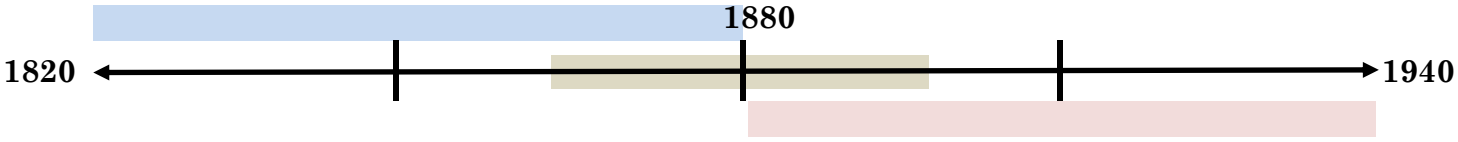
Much of the architecture in the district may be characterized as "vernacular." Vernacular architecture, traditionally built by local artisans or craftsmen, is a mixture of architectural styles which can be found within a given geographical or cultural area representing the region's unique artistic dialect or "vernacular." Vernacular structures were often either simplified adaptations of a given architectural style or a combination of two or more architectural styles sometimes borrowing elements from various architectural periods thereby creating distinct buildings.

By the beginning of the 1880s, a building boom started that lasted for about 25 years and accounted for more than half of the significant structures in Washington Park. Any attempt to define the architectural styles of this period puts one on treacherous ground



because of the interplay of eclectic motifs and the uncertain combination of high style and vernacular influences. It might be more accurate to observe, however, that in Washington Park the separate "styles" listed as "late Victorian Eclectic", "Washington Park Builders' House", "Queen Anne", and "Shingle Style" can all be viewed as different expressions of the Aesthetic Movement. Furthermore, each of these styles as well as the Colonial Revival, occur in Washington Park at approximately the height of their national popularity. The use of architectural pattern books is another important influence on the District's houses.

Major Architectural Periods in the Washington Park Historic District



Early Victorian Architecture: 1820-1880

By the 1840s, new architectural trends were taking place in America, led by popular movements in Italian Renaissance, Gothic Revival, and Italianate. Gothic and Italianate houses remained popular until the 1880s, which can be classified as High Victorian Gothic or High Victorian Italianate styles.

Post-Civil War & Late Victorian: 1860-1900

The Late Victorian Period covers the latter half of the 19th century, corresponding to the last decades of the reign of Britain's Queen Victoria. Advances in building technologies permitted more decorative design and better construction, while the expansion of the railroad allowed building materials and tools to be transported quickly at low cost. Late Victorian styles are set in traditional styles for inspiration (Gothic Revival, Italianate styles), but with designs that are embellished in asymmetrical, complex forms that were no longer restricted to expensive residences or public buildings.

Eclectic Houses: 1880-1940

The Eclectic movement began in the last decades of the 19th century as fashionable, European-trained architects began to design landmark period houses for wealthy clients; these were mostly in the Italian Renaissance, Chateauesque, Beaux Arts, Tudor, or Colonial Revival styles. World War I brought an end to the first phase of the movement which then advanced to more inexpensive techniques to mimic traditional practices and materials.

Gothic Revival: ca. 1840—1880

Drawing inspiration from European medieval architecture and primarily known for its widespread use in church design, the Gothic Revival became a popular choice for residential design primarily between the years 1840 to1860 and was usually adapted in a wood-frame form referred to as Carpenter Gothic of which Holy Cross Episcopal Church, constructed 1868-69) is a noteworthy example. The Carpenter Gothic emerged out of both a need for houses which could be quickly constructed made possible by the introduction of balloon framing and a desire by homeowners for fanciful, decorative details, the invention of steam powered cross saws allowing for the mass production of intricate moldings. The publication of pattern books like those promoted by architect Alexander Jackson Davis and horticulturalist Andrew Jackson Downing popularized the appeal of country cottages in both the United States and England.[xvi]

The Gothic Revival style incorporates variations in floor plan utilizing 'L' and 'T' shaped forms. Windows and doors were often arched or pointed at the top and second floor windows usually extended into the gable areas. Wall areas extended upward into the gable areas. Wall cladding is both wooden and masonry construction but wood-frame. Designs frequently created multiple or cross gables which then featured decorative gables on both front, rear and side elevations. Elaborately decorated gable boards and steeper pitched gable designs are also notable. Roof dormers from attic spaces and one-story extensions were a product of spatial requirements and necessary expansions. Most Gothic Revival houses were constructed between 1840 and 1870.

Gothic Revival Episcopal Church 74 Washington Avenue 1882-1894

Italianate: ca. 1840—1880

Like Gothic Revival, the Italianate style and its cousin, the Italian Villa style, were heavily promoted and popularized by Andrew Jackson Downing Dominated American houses, in both urban and country settings between roughly 1850 and 1870, the Italianate emphasized the rambling, asymmetrical character of Italian farmhouses. Emerging as a reaction to formal classical ideas inherent in 18th and early 19thcentruy American architecture, the Italianate style found a welcome within the informal, rural ideals of picturesque movement. By the 1850's, owing to the increasing diversity of American building– from train stations and commercial buildings to townhouses, apartments, and suburban homes—the Italianate was adapted to best suit a building's particular function and setting. The style's use for many of America's main-street commercial buildings created a distinctive symbolic landscape for numerous town centers. By the 1860s, Italianate overshadowed Gothic Revival as America's most popular romantic style.[xvii]

The Italianate Style is not a dominant form of architecture in the district, but serves as a design influence which is frequently identified on various buildings. Most notable features of the Italianate style include broad flat roofs or roof areas with square towers and generous verandas. Floor plans were usually asymmetrical and doors and windows were ornamented with articulated wood trim and sometimes designed with arched or rounded crossheads and header trim at the top of the door or window opening. Original siding was often wide wood board and batten. Entry doors usually were of the double leaf hinged type with detailed raised and recessed panel work. Gables were minimally pitched thereby clearly distinguishing the style from that of Gothic. Towers were capped with low profile hip roofs. Large perimeter overhangs were elaborately detailed and ornamented with weighty brackets and cornice moldings. The Italianate style houses were constructed between 1850 and 1880.

Italianate Residence 64-66 Washington Avenue 1887

Second Empire
1855—1885

The term, *Second Empire* reflects the style's French origin. Emperor Napoleon III (1852-1870) undertook a major building campaign which transformed Paris into a city of grand boulevards and monumental buildings, inspiring urban design and planning throughout Europe and North America. Napoleon's famous project, the enlargement of the Louvre (1852-1857) reintroduced the mansard roof into the architectural vocabulary. The name mansard is derived from the last name of 17th century French architect Francois Mansart who made extensive use of the four side double slope gambrel roof form which is punctuated by window openings. Spreading from rom France to Great Britain, and into the United States by the 1860s, the style also became known as the "General Grant" due to its use for public buildings during the presidential administration of Ulysses Grant (1869-1877).[xviii]

Mansard roofs with dormer windows on steep lower slope are the most identifying feature of a Second Empire house. The mansard roof was so useful—both as a means of securing additional living space at the top of the building and as a device for adding visual heft and distinction to a small and simple building—that its use by all classes of homeowners was widespread. Even one-story houses could be both dignified and enlarged by the addition of a mansard roof.[xix] Molded cornices and decorative brackets are present beneath the eaves. The style is characterized by its distinctive roof. Beneath the roofline, Second Empire details such as window, door, and porch details are like Italianate style. Most Second Empire houses were constructed between the 1850s and 1880s. Many of these dwellings now feature Colonial Revival style front porches, which either modified or replaced the original porch.

Second Empire Residence 79-83 Grove Street 1893

Stick Style:
ca. 1860 – 1890

Present-day historians identify the Stick Style as a transitional style, a bridge between the picturesque Gothic of the 1840s and '50s and the full flowering of Victorian ideas in the Queen Anne houses of the 1880s and '90s.[xx]

The Stick Style buildings within the historic district date between the 1870s and 1890s and are characterized by the decorative "stick-work" which is applied to the outside of the wood clapboard siding in a pattern of vertical, horizontal and diagonal boards. Ultimately, Stick-style houses are about carpentry utilizing the latest advances in wood technology. The aesthetic intent of Stick Style detailing was to express on the exterior the symbolism if not the actual position, of the underlying posts and joists wooden framing system. Most commonly, gable roofs exposed roof framing and trusses at gable ends. Other notable features included broad overhanging eaves and multi-story encircling balconies and covered porches with simple unornamented but oversized diagonal brackets, braces, roof rafters, corner boards, and porch posts. Curves are rare except for the periodic semicircular porch bracket or window top.[xxi] Railings were often composed of square spindles but sometimes featured more decorative scrollwork design solutions. In general, structural supports were simple, deliberately exposed and openly expressed for public view. Window sash were either 2/2, 2/1 or 1/1 double hung type. New steam powered machinery facilitated the production of structural and decorative woodwork.

Stick Style Residence 11 Rockview Avenue 1862

Queen Anne: 1880 - 1910

The years from1880 through 1910 saw the emergence of Queen Anne architecture in the district. The home exteriors blended a variety of materials, shapes, forms, and textures featuring asymmetrical designs and massing with ornamental towers and turrets. Mixtures of narrow width horizontal wood clapboard siding and patterned shingles including "fish scale" and "diamond" designs are dominant. Brick and exposed split face stone foundations were used in combination with elaborately turned and cut out flat scrollwork ornament. Extensive use of brackets and decorative moldings, colored multi-paned art window sashes and doors and a variety of turned, tapered, rounded, and tooled porch columns and newel posts is most notable. Queen Anne designs introduced a greater variety of window and door shapes and integrated complementary open-air balconies and window bays. Roofs were multi-planed, multi-gabled with projecting eaves at attic gables creating covered and recessed porch areas. Roof cresting, finials and flared shingle details added much detail.

The Queen Anne style represented the culmination of the picturesque, or romantic movement of the 19th century. Stylistically based on a premise of "decorative excess" and variety, and although deriving its name from British Queen Anne (reigned 1665 to 1714), there was little attempt to stay true to any one style or historical detailing. Rather, the style combined various forms and stylistic features borrowed from the earlier parts of the Victorian and Romantic eras. The last two decades of the nineteenth century saw Queen Anne become the most dominant residential style in the U.S., heavily favored by the Victorian elite who had become wealthy from industrial growth. Middle- and working-class families often enjoyed their own versions, however, in the form of smaller, L-shaped cottages or other "folk" variants decorated with some of the style's typical trim or siding varieties.[xxii]

Queen Anne Residence 75 Mercer Avenue 1904

Shingle Style: 1880 – 1900

As the name clearly implies, the prominent use of wood cut shingles on exterior elevations is the style's chief hallmark. Often considered an outgrowth of the Queen Anne style, the Shingle Style is primarily associated with suburban and resort residential architecture. The overall effect is simpler and quieter than that of the Queen Anne with a greater horizontal emphasis and significantly less variety of color, texture and materials. Shingle style dwellings are typically of ample size and substantial in appearance, are spread low against the ground and often rest upon a heavy stone foundation.[xxiii]

Shingle Style houses were built between 1880 and 1900; identifying features include wall cladding and roofing of continuous wood shingles without interruption at corners reflecting a continuous flow across surfaces turning corners and enclosing deep loggias. Asymmetrical facades with irregular and steeply pitched roof lines are also characteristic of the style. Roofs will have intersecting cross gables and multi-level eaves. This style emphasizes the effect of a complex shape enclosed within a shingled exterior. Towers appear as partial bulges, porch supports are slender. Window surrounds are simple. Palladian windows and classical columns are the most common decorative details.

Shingle Style Residence 47 Washington Avenue 1894

Colonial Revival: 1880 – 1955

The Colonial Revival is the most recognizable of the architectural styles present within the historic district. The 1876 centennial celebration of American independence sparked a renewed interest in and a nostalgic longing for the American colonial past. In its early stage, the "revival" encompassed every sort of replica and free adaptation of styles from the colonial, Federal, and Greek Revival periods (ca. 1670–1845). Neoclassical and Federal-era elements decorated large houses that retained Victorian-era massing and big verandahs. The City Beautiful movement inspired by Chicago's 1893 Worlds' Columbian Exposition emphasized a return to classic motifs with an emphasis on the rectilinear symmetrical 18th century form. By the turn of the 20th century, the Colonial Revival emerged as a dominant style for domestic buildings nationwide and remained popular up through World War II.[xxiv]

The Colonial Revival style had a significant impact on the district; building trends in the late 19th century showed renewed interest in simpler forms and classic styles. The trend continued well into the first half of the 20th century with Colonial Revival styles including variations of the American Foursquare and Dutch Colonial houses with Colonial and Classical design influences. Features included classical tapered columns, Palladian windows, columns base piers, doorways with sidelights, large 1/1 single plate window sash designs frequently placed in pairs or even threes. Roofs were usually moderately pitched with a fewer but notable number of structures adapting Dutch Colonial gambrel style roof forms. Siding treatments were of either wood clapboard or shingle. Window and door openings as well as building corners were trimmed with flat boards, overhangs and eaves, exposed rafter tails, and attics sometimes spouting small dormers, louvered vents or attic windows for added ventilation. Inspired by the Colonial Revival movement, existing 1870s/80s/90s houses were renovated a generation later resulting in the replacement of ornamental railings with square spindles and installation of simpler door and windows. As a result of their craftsmanship, many of these modifications and additions have acquired historic significance of their own.

Colonial Revival Residence 59 Rockview Avenue 1924

American Foursquare: ca. 1900-1920

The American Foursquare is recognized as a post-Victorian architectural style which was popular from 1900 through the 1920s in the historic district. The style's arrival marked a return to symmetry and simplicity of residential designs which had preceded the Gothic, Stick, and Queen Anne styles. The American Foursquare is best characterized as a two-story box-like dwelling with a hip or pyramidal roof with a large front dormer in the attic space and at times on all sides. The front porch extends the full width of the structure with stout square or round Colonial style columns with simple equally and closely spaced square porch railing spindles.

In the early decades of the twentieth century, the American Foursquare was one of the most popular house styles in both rural settings and on small city lots. A large part of the style's appeal was due to the availability of the house through pattern books and catalogues such as those offered by the Aladdin Company, Montgomery Ward and Sears Roebuck. House plans and building supply kits down to screws, nails and directions could be ordered and shipped to the local train depot.[xxv]

Most Foursquares dwellings in the historic district reflect the influence of the Colonial Revival style and feature large 1/1 single plate window sash designs frequently placed in pairs or even threes. Siding treatments were of either wood clapboard or shingle. Window and door openings as well as building corners were trimmed with flat boards. Overhangs and eaves were well pronounced with occasional treatments featuring exposed rafter ends. As a result of their simplicity in craftsmanship and place in the district's rich architectural history, these homes have acquired historic significance of their own.

American Foursquare Residence 46-48 Washington Avenue 1896

Bungalow: 1905 – 1930

Although the style's influence in the historic district is minimal, with only two examples, the Bungalow was widely-used for single-family home construction during the early decades of the twentieth century. Commonly used today to describe a small one- or one-and-a-half-story home or casual beach house, the word Bungalow is derived from the Indian Hindustani word bangala. Bungalows were first built in the mid-nineteenth century in British-ruled India as informal, easily constructed, one-story rest houses for travelers. Stylistically, the bungalow's simplicity departed from the ornate Victorian designs which dominated domestic architecture of the late nineteenth century. The American bungalow first appeared in southern California around the turn of 20th century and became the nation's predominant residential style between the years 1905 and 1930.[xxvi]

The Americanized Bungalow is typically one to one and a half stories in height and although some examples feature a low-pitch roof, steeply pitched side gable roofs were also utilized; roof systems typically displayed wide overhanging eaves with exposed rafters under eaves and decorative knee brace brackets. Gabled or shed dormers allow for additional half-story space and usage. Porches with tapered or square supports typically carry across the front elevation. Exterior elevations incorporate 3/1, 4/1 or 6/1 double hung sash.[xxvii] Simply detailed interior spaces tend to be larger than the exterior appearance would suggest.

Both practical and economical, the bungalow met the needs of young families and first-time home buyers. Easy to build, bungalows could be adapted to almost any taste or region. At the height of the style's popularity, and likely responsible for that popularity, several companies including the Aladdin Company, Montgomery Ward, and Sears Roebuck sold house plans and complete bungalow kits through mail-order catalogs. All the building components were available for delivery and local craftsmen would erect the homes according to the kit instructions. With the help of a couple carpenters, the homeowner could build a practical, simple, attractive little home for a sum that was manageable by huge numbers of Americans.[xxviii]

Bungalow Residence 68 Washington Avenue 1929

Chapter 5. Guidelines for Exterior Materials

5.1. General Guidelines

Overview

The proportion, shape, location, pattern, and size of exterior materials contribute significantly to the historic character of a building and help convey its style and period. Proper maintenance of exterior materials is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with materials matching the original as closely as possible.

Policy and Justification

Character defining exterior materials should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. Materials such as masonry, wood siding, concrete, stucco, stone, and metal all contribute to the historic and architectural character of a building. If historic architectural materials are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary. The use of epoxies for wood repair and special masonry repair components may be appropriate. The use of alternative materials may be considered in some circumstances.

Exterior Material General Guidelines

DO	DO NOT
• Repair in-kind architectural features with materials, form, scale, and design which match the original. • Replace architectural materials which match the original as closely as possible in form, scale, and design.	• Remove or alter original architectural materials from the building. • Add non-historic materials to a building. Added materials to a property must be accurately based on physical, pictorial, or historical evidence in scale, location, proportions, form, and detailing. • Cover or conceal original materials with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

Appropriate Treatment

The siding applied in this example is wood clapboard like the original treatment. The window trim delineates the window from the wall surface. Corner posts are decorated with stylistically appropriate Corinthian Capitals. The overall appearance is in keeping with the Romantic-inspired aesthetic originally intended.

Inappropriate Treatment

The siding applied in this example is asbestos shingle with no applied corner posts. The window trim is sunken beneath the plane of the siding. Gone are the Romantic-inspired design elements now replaced with mid-twentieth century geometric design.

5.2. Historic Brickwork & Masonry

Overview

Brick has been an historical material for constructing chimneys and brick foundation piers. Stucco applied over brick also occurs. Masonry is used on cornices, pediments, lintels, sills, and decorative features as well as for wall surfaces. Color, texture, mortar joints, and patterns of the masonry define the overall character of a building.

Policy and Justification

The key to historic brick preservation is to keep out water and continue to use a soft mortar when repair is needed. Abrasive cleaning such as sandblasting erodes the skin of the brick and will not be approved. The use of hard mortars like Portland cement can cause the brick to crack and break when it can't expand and contract with the hot and cold weather. Low pressure water cleaning and the use of soft mortar mixes are best for brick buildings. Do not paint masonry which was previously unpainted.

Brick and Masonry Facade 21 Rockview Avenue

Brickwork and Masonry Guidelines

DO	DO NOT
• Repair and repoint masonry walls and features using the historic brick and an appropriate mortar mix. Repair masonry with hand tools rather than electric power saws. • Clean masonry walls or features with detergent cleaners and using water pressure not exceeding 600 pounds per square inch. • Remove paint from masonry walls and features with appropriate chemical agents. Hire professional contractors. A test patch should be conducted first to ensure that no etching or staining occurs. • Replace missing bricks with bricks to match as closely as possible. Salvage companies may have molded or decorative bricks to match those missing on a dwelling.	• Use abrasive cleaners such as sandblasting. • Cover masonry with silicone-based water sealants. • Paint masonry that has never been painted unless the brick and mortar is extremely mismatched from earlier repairs or patching. Painting previously sandblasted brick or brick in poor condition to provide a sealing coat may be considered. • Apply stucco to brickwork unless stucco was a historic application that has become deteriorated.

Appropriate Treatment	Inappropriate Treatment
	
The brickwork maintains its original intent and design.	The stone pillar has been painted

5.3. Historic Materials
Concrete and Stucco

Overview

Stucco is a type of exterior plaster and historically was used on brick buildings to seal masonry or scored to resemble stone. During the early twentieth century stucco was also placed over wood or metal lathe as an exterior wall surface. The use of concrete block became popular after 1900 as a foundation and exterior wall material. Foundations of poured concrete were common during this period as well.

Policy and Justification

Original stucco and concrete surfaces should be repaired as needed and maintained. The original texture of the stucco and concrete should be replicated when repair or replacement is needed. The replacement of stucco with an Exterior Insulation Finishing System (EIFS) is not appropriate for historic dwellings since the material does not resemble stucco and is prone to water damage.

Concrete and Stucco Guidelines

DO	DO NOT
• Repair concrete walls and features using compatible materials and a stucco mix which is similar in strength, composition, texture, and color. • Clean stucco and concrete using the gentlest means possible such as low-pressure water wash and a soft bristle brush. • Remove paint from stucco and concrete with appropriate chemical agents. Hire professional contractors. A test patch should be conducted first to ensure that no etching or staining of the wall surfaces will occur. • Repair original rock-faced or textured concrete block with materials to match as closely as possible in dimensions, design, and texture. • Painting previously painted stucco and concrete walls and features may be appropriate.	• Remove historic stucco surfaces from masonry walls unless more than 50 percent of the stucco has lost its bond with the masonry behind it. • Replace stucco with a surface of Exterior Insulation Finishing System (EIFS).

Appropriate Treatment	Inappropriate Treatment
	
This textured stucco siding is in good repair with details appropriately highlighted.	The exterior stucco is in disrepair and not maintained. Water and leafy vegetation have infiltrated the cladding leaving discoloration scars.

5.4. Historic Materials- Siding

Overview

Washington Park's historic dwellings are distinguished by their variety of wood siding materials and these materials are an essential component in defining a dwelling's architectural character. Many nineteenth century dwellings display clapboard, weatherboard, drop, and board & batten siding materials. Wood was also used to mill many of the historic district's architectural details and features such as porches, wall shingles, and eave decoration.

Policy and Justification

Original wood siding materials should be preserved and maintained. Removal and replacement of original wood siding materials will not be approved unless it can be demonstrated that the siding is beyond repair. Should a determination be made that the exterior siding be replaced, the applicant will be permitted to replace the exterior siding in such locations as specifically approved by the HPC with materials to match the original as closely as possible.

In the event no historic record of existing siding is found to determine the original or historic siding style and form, the selection of siding will be determined by the HPC. In arriving at the siding style, the Commission will review these Guidelines and consider similar structures in the District. Nothing will prevent the applicant from submitting

evidence in support of a specific style of siding. The Commission reserves the right to conduct a site visit to inspect the exterior siding or any siding uncovered by the applicant prior to any determination.

For contributing buildings, alternative materials may be considered for non-visible elevations. For non-contributing buildings, alternative materials may be considered for all elevations. The concealment of original wood siding materials with vinyl, aluminum, or other synthetic sidings will not be approvable. These materials do not successfully imitate the appearance of historic original wood siding. Synthetic materials also are not "breathable" and may cause condensation and damage to the original siding beneath. Replacement of original wood siding with alternative materials may be considered if consistent with the Commission's overall approach to alternative materials.

Asbestos shingle siding is not hazardous as long as it is kept painted and encapsulated. If retaining asbestos shingles which are original to a dwelling, keep them stained or painted. If individual shingles are missing or cracked, matching new shingles of cement-wood material or fiberglass are appropriate for replacement or repair. Asbestos shingles which conceal the original wood siding exterior may be removed and the original wood siding restored. If an owner is concerned about the potential hazard of the asbestos shingles, they may be removed and replaced with appropriate alternative materials matching the original shingles as closely as possible.

Siding Guidelines

DO	DO NOT
• Repair original wood siding, shingles, and details with in-kind materials rather than replace. Original materials should be replaced only if it can be demonstrated that the material is beyond repair. • Repair or replace non-historic siding materials with similar or compatible materials. Maintain wood siding through regular painting but when paint removal becomes necessary, it should be done by scraping, heat (heat guns and plates), or chemical methods. • Where asbestos shingles exist, the asbestos siding may be removed and disposed of by qualified professionals. Speak to the Construction Code Official or a qualified expert to ensure compliance will all state and local regulations relative to removal and disposal.	• Conceal wood siding, shingles, and other exterior wood materials beneath artificial or synthetic sidings. • Apply materials such as vinyl or aluminum over original wood siding. • Remove paint from wood siding using sandblasting or other abrasive methods. The use of circular grinders or sanders should not be used to remove paint.

Appropriate Treatment	Inappropriate Treatment
	
The wood shingle siding is well maintained and appropriate to the style and age of the dwelling. Wood details are also well maintained.	The dwelling is covered in vinyl siding. The impermeability of vinyl can cause condensation behind the siding and degrade the historic substrate.

CHAPTER 6. GUIDELINES FOR HISTORIC BUILDINGS

6.1. Architectural Features

Overview

The proportion, shape, location, pattern, and size of architectural features and ornamentation contribute significantly to the historic character of a building and helps convey its style and period. Proper maintenance is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with materials matching the original.

Policy and Justification

Character defining features and details should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. Ornamentation such as eave brackets, dentils, cornices, moldings, trim work, and shingles all contribute to the historic and architectural character of a building. If historic architectural features are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary.

Architectural Features Guidelines

DO	DO NOT
• Repair in-kind architectural features with materials, form, scale, and design which match the original. • Replace architectural features which match the original as closely as possible in materials, form, scale, and design.	• Remove or alter original architectural features or ornamentation from the dwelling. • Add inauthentic details to the dwelling. Added architectural features to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing. • Cover or conceal architectural features with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

Appropriate Treatment	Inappropriate Treatment
	
Architectural features preserved and maintained appropriately.	Architectural features not preserved appropriately; inappropriate features added.

Architectural Features Guidelines (continued)

Appropriate Treatment	Inappropriate Treatment
	
The wood shingle siding is well maintained and appropriate to the style and age of the dwelling. Wood details are also well maintained.	The dwelling is covered in vinyl siding. The impermeability of vinyl can cause condensation behind the siding and degrade the historic substrate.

6.2. Awnings

Overview

Canvas or fabric awnings were once common to provide shade for entrances, porches, and windows, especially on a sun-exposed elevation. Awnings declined in use after the mid-twentieth century when air conditioning units became widely available. Awnings are once again becoming popular to assist with energy conservation.

Policy and Justification

Awnings may be added on dwellings at traditional locations such as over windows and doors and attached to porches. The installation of awnings is appropriate as long as they are correctly sized to the opening and are of fabric or canvas materials. While metal awnings became used in the mid-twentieth century these are not appropriate on primary or readily visible side elevations. The installation of awnings should be with the least amount of anchor hardware possible to minimize damage to historic materials and be as reversible as possible. Awnings are historically appropriate for the district and can add a design element to a dwelling as well as assist in energy conservation.

Awning Guidelines

DO	DO NOT
• Install awnings of appropriate materials, design, and dimensions with the least amount of anchor hardware possible and be readily reversible if removed. • Repair existing awnings with in-kind materials. Replace awnings with appropriate materials, design, and dimensions. • Use appropriate awning material such as canvas, vinyl-coated, or acrylic. Utilize awning colors to compliment the building. • Ensure that awnings fit the opening—rectangular window and door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.	• Cover or conceal significant architectural details with awnings.

Appropriate Treatment	Inappropriate Treatment
	
Appropriate canvas awnings.	Inappropriate sheet metal awning.

6.3. Chimneys

Overview

Chimneys often feature decorative brickwork or designs that contribute to a building's architectural character. On nineteenth century homes there may be decorative courses at the top of the chimney known as corbelling. Chimneys should be maintained and preserved in accordance with the appropriate brick and mortar guidelines.

Policy and Justification

Preserve and maintain historic chimneys, as they help convey the architectural style and period of the dwelling. Removal of an original chimney which is readily visible detracts from the overall historic feeling of the building and will not be approved. Small brick chimneys or flues on rear elevations or side elevations not visible may be considered for removal if necessary due to deteriorated condition or re-roofing. Removal of small metal flues and chimneys will be considered.

Repair damaged chimneys following the Guidelines for masonry. Rebuild a missing or deteriorated chimney using historical documentation, or in similar design to chimneys on dwellings of similar style and period. If chimneys have been extensively re-pointed resulting in mismatched colors and textures, painting will be considered.

Chimneys Guidelines

DO	DO NOT
• Repoint and clean brick chimneys according to the masonry Design Guidelines.	• Remove or alter original chimneys on primary façades or readily visible rooflines. • Remove chimneys above the roofline. • Cover brick chimneys with stucco unless the chimney was covered with stucco during its period of significance and requires re-application. • Use metal caps unless they fit right in the top of the chimney and are not readily visible. Chimneys should have clay, slate, brick, or stone caps.

Appropriate Treatment	Inappropriate Treatment
	
Decorative brickwork chimney that contributes to the building's architectural character.	In appropriate metal chimney cap. Chimneys should have clay, slate, brick or stone caps..

6.4. Doors and Entrances

Overview

Doors and door surrounds are significant features in defining the style and character of a dwelling. Many doors have details such as transoms, sidelights, and/or decorative surrounds. The installation of security and/or storm doors to entrances may be desired for home protection or energy conservation. Storm doors are a modern approach to energy conservation and assist in reducing heating and cooling costs.

Policy and Justification

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. Retaining original entrances and their decorative elements is an important part of preserving a dwelling's character.

The addition of wood screen doors is appropriate as long as the framing is minimal and the historic door can be viewed behind it. The installation of security doors on primary facades may be appropriate if they have minimal framework, are of full-view design and allow the visibility of the historic door behind it. Security doors which have extensive frame or grill work should only be added to entrances at rear or non-readily visible side elevations.

Storm doors are also appropriate for front facades if they are of full view design and allow the visibility of the historic door behind it. Storm doors should be of baked enamel aluminum or wood and in a color that blends with the door frame and is as unobtrusive as possible. The addition of a new entrance should be sited at rear or side elevations that are not readily visible.

Door and Entrance Guidelines

DO	DO NOT
• Repair original doors and entrance elements with materials which match the existing. Repair and reuse original hardware as long as possible. Repair security or storm doors with materials that match the existing. • Where repair is not possible, replace with a new door or entrance elements in-kind with similar materials, profile, and dimensions. • Where original doors are removed, replace with those appropriately styled for the house. • Screen doors should be appropriate to the style of the house and have minimal framing (i.e., full-view or two-panel) to allow the viewing of the original door behind it. • Only install a storm door on the primary façade entrance if it is a full-view design, of baked enamel aluminum or wood, and in a color compatible with the door frame and dwelling. • Replace or install a security door on a rear entrance or side entrance not readily visible.	• Remove or alter historic entrances, their doors, surrounds, sidelights, transoms, or detailing. • Replace existing door trim or surrounds with trim that represents a different house style or design. • Use anodized aluminum for security and storm doors for primary entrances on main façades.

Appropriate Treatment	Inappropriate Treatment
	
Original wood door and transom.	Modern fiberglass with sidelight.

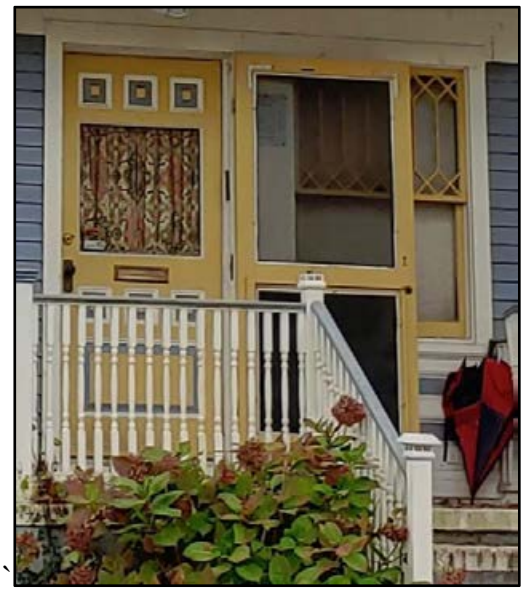
Door and Entrance Guidelines (Continued)

Appropriate Treatment	Inappropriate Treatment

Appropriate screen door.

Inappropriate screen door.

Appropriate Treatment	Inappropriate Treatment



Appropriate wood door and screen door.

Inappropriate modern door with fanlight.

Appropriate Treatment	Inappropriate Treatment
	
Appropriate storm door.	Inappropriate storm door.

6.5. Foundations

Overview

Most dwellings in Washington Park have foundations of brick or brick piers. In some cases these foundations were of solid brick with vent openings while others had wood or brick lattice panels between piers. By the early twentieth century, foundation materials varied with poured concrete or concrete block widely used. The foundation materials and their designs are important components in the style and design of a dwelling.

Policy and Justification

The pattern, materials, and dimensions of original foundations contribute to the historic character of a building and help convey the style and period of the building. Proper maintenance is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with material matching the original. Original foundations should not be concealed beneath added materials.

Foundations of brick piers should be left open or be filled in with traditional materials, such as wood lattice framed panels or brick lattice panels. Frame lattice panels should be set back from the fronts of the piers. If brick lattice panels are used, the brick should be similar in color, texture and mortar joint profile as the original brick piers. Where wood lattice panels contact dirt at base, synthetic lattice materials may be considered.

Foundation Guidelines

DO	DO NOT
• Repair masonry foundations with materials to match the original. • Replace masonry features with materials to match the original as closely as possible. • Repaint previously painted masonry foundations. • Repoint masonry with an appropriate mortar mix which closely resembles the original mortar composition. • Repair frame lattice panels between brick piers and replacement of lattice panels in keeping with traditional designs.	• Conceal or enclose foundations with concrete block, plywood panels, corrugated metal, or wood shingles. • Paint or apply stucco to foundations, but these treatments may be considered if the brick and/or mortar is mismatched or inappropriately repaired.

Appropriate Treatment	Inappropriate Treatment
	
Appropriate lattice panel infill.	Inappropriate foundation infilled with concrete block

6.6. Gutters and Downspouts

Overview

Most of Washington Park's dwellings were built with various types of gutter and downspouts. Gutters were originally made from dense woods such as cedar or molded metal panels. More ornate homes had "box gutters" which are metal-lined wooden boxes built into the eaves of a house. By the late nineteenth century, wood and metal gutters became more widespread and half-round designs were widely used. Today, "K" crimped gutters are also widely available.

Policy and Justification

Gutters and downspouts are essential to protecting a home from the effects of rain and water. They collect and move water away from the building's foundation. While their presence is functional, they have aesthetic value through material or color, such as copper installations that take on a green patina over time or examples intentionally matched to trim color of the dwelling.

Gutter repair or replacement is a critical aspect of proper maintenance. Original boxed gutters should be preserved and maintained. Existing gutters should be regularly cleaned and maintained. Historic gutter design involved a half-round gutter with round pipe leaders made of copper, aluminum or galvanized metal, often painted to match the dwelling's trim. If new gutters are required, half-round designs are the most historically accurate. The use of modern K-type gutters and rectangular leaders or PVC pipe systems is strongly discouraged and will typically not be approved by the Commission.

Gutters and Downspouts Guidelines

DO	DO NOT
• Repair existing gutters and downspouts. Preserve and repair box gutters original to a dwelling as needed with new materials to match as closely as possible. • When replacing existing gutters and downspouts or installing new gutters and downspouts, in-stall with minimal hardware and damage to historic fabric. • Locate downspouts on dwellings at unobtrusive locations and concealed where possible behind porch columns and building corners. • Choose colors for gutters and downspouts that blend with the dwelling's main body or trim colors. • Use conductor heads where appropriate.	• Install gutter strap above shingles; gutter strap belong installed underneath the shingle material.

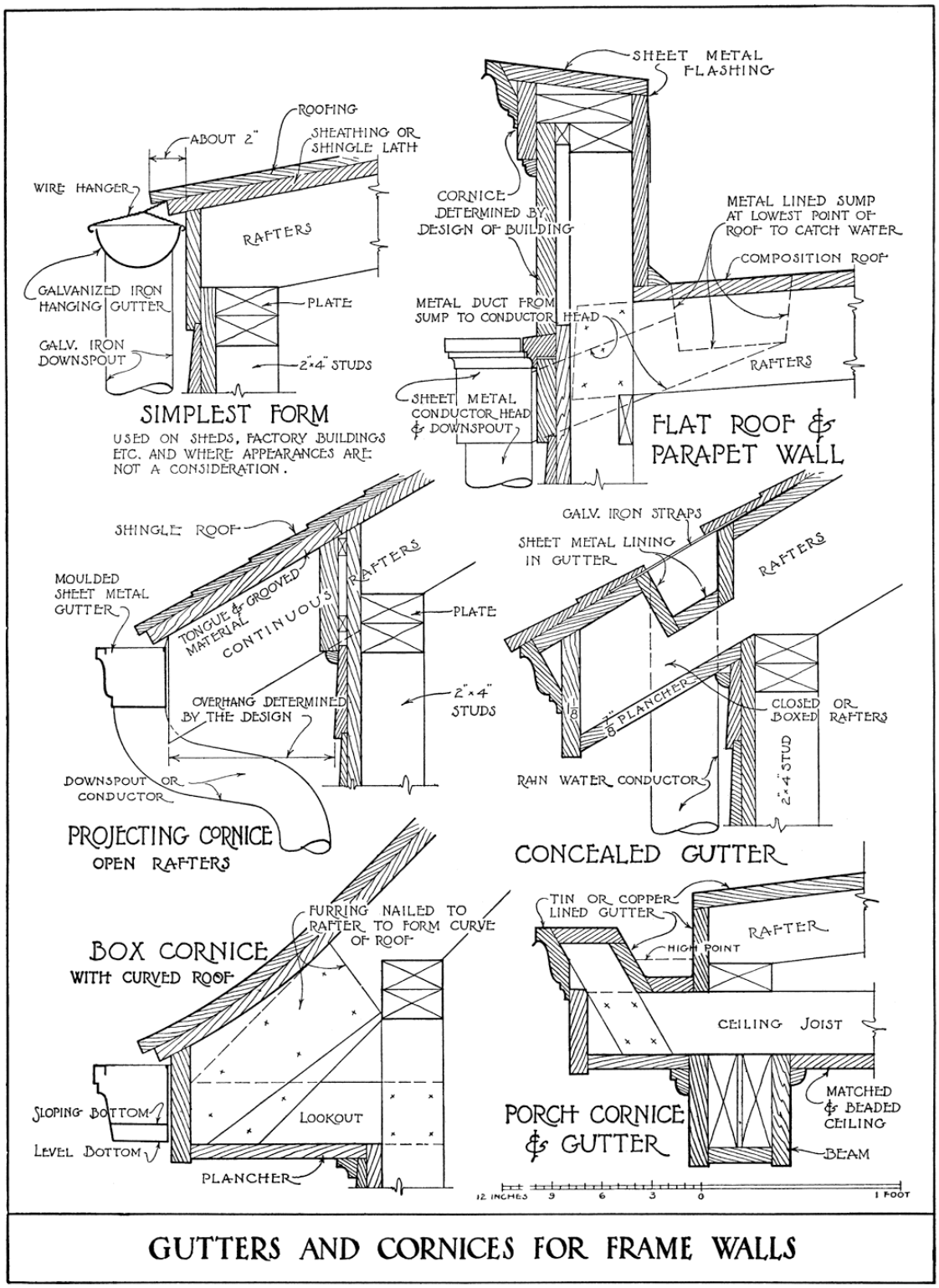
Appropriate Treatment	Inappropriate Treatment
	
Appropriate downspout placement.	Inappropriate downspout placement.

Gutters and Downspouts Guidelines (Continued)

Appropriate Treatment	Inappropriate Treatment
	
Appropriate downspout treatment.	Inappropriate downspout treatment.

Gutters and Downspouts Guidelines (Continued)

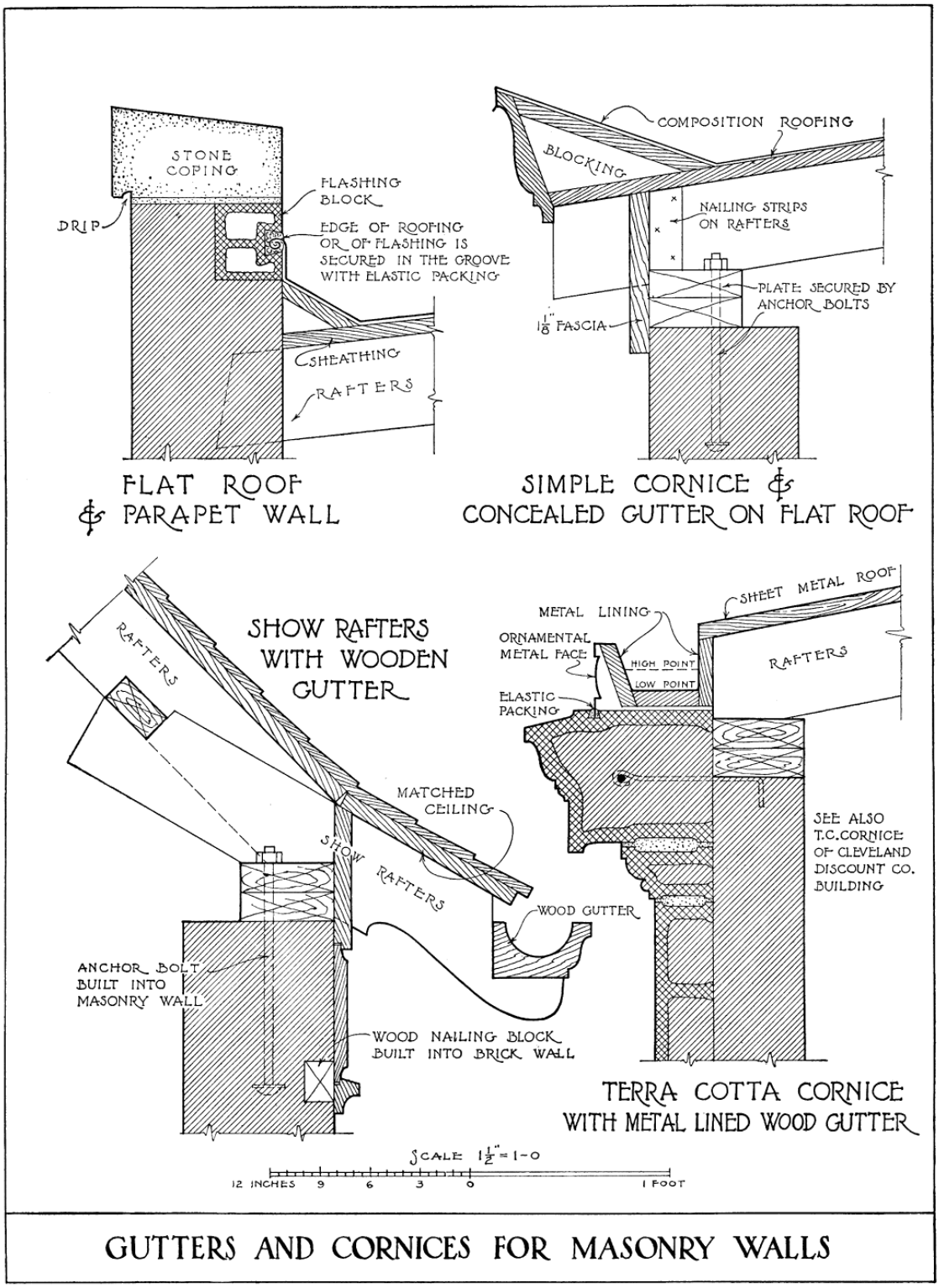
PLATE 55



Accessed at—http://rocbo.lautre.net/archi/arch_drawing/094-095.html.

Gutters and Downspouts Guidelines (Continued)

PLATE 57



http://rocbo.lautre.net/archi/arch_drawing/096-097.html

6.7. Lighting

Overview

With the advent of electricity, exterior wall light fixtures were added to Washington Park's dwellings. By the early 1900s, light fixtures were often added adjacent to entrances or installed in porch ceilings on these homes. Houses built in the early twentieth century had light fixtures which were added specifically to match the house design. Later lighting options included the installation of post-mounted fixtures in front yards, walkway footlights, and security lights.

Policy and Justification

Light fixtures which are original to a twentieth century dwelling should be preserved and maintained or repaired as needed. If repair is no longer possible, replacement with a new fixture in keeping with the dwelling's style is appropriate. New light fixtures should be appropriate for the style and period of the dwelling to which they are added.

Lighting Guidelines

DO	DO NOT
• Preserve and maintain light fixtures original to a dwelling; repair with materials to match as closely as possible. • Replace original light fixtures with new fixtures which complement the style of the dwelling or are simple in design. • Light fixtures introduced to the exterior of a dwelling should be appropriate for the style and era of the house. • Light fixtures should be added only at traditional locations such as at porch ceilings and flanking entrances. • Mount security lights on rear or sides of buildings rather than on the front. • If installing light fixtures for sidewalks and front yards, fixtures should be of small footlights or post-mounted fixtures compatible with the primary structure.	• Install floodlights in yards to illuminate the front of the dwelling.

Appropriate Treatment	Inappropriate Treatment
	
Appropriate lighting fixtures (Walkway and house).	Inappropriate lighting fixture (LED floodlights).

6.8. Mechanical, Utility, and Security Equipment

Overview

The introduction of electricity into the District led to the installation of heating and air conditioning units for dwellings in the twentieth century. These units include air conditioners which fit inside a window opening and free-standing units mounted on roofs or on the ground adjacent to houses. These types of mechanical systems reflect advancements in technology in heating and cooling dwellings in the District.

Policy and Justification

Mechanical systems such as window air conditioners and exterior HVAC system components should be placed at rear elevations or non-readily visible side elevations. Mechanical systems should not be installed on primary or readily visible side elevations unless they are effectively screened by landscaping or fencing. The use or proposed installation of skylights, satellite dishes, solar panels, or antenna towers within the District can have detrimental impact to the structure and the historic aesthetic of the district as a whole. Placement of such elements is important so as to not be visible from the front of the residence.

Mechanical, Utility, and Security Equipment Guidelines

DO	DO NOT
• Locate mechanical systems on rear or non-readily visible side elevations; screen from view if vis-ible from the public right-of-way. • Install window air conditioning units in windows on rear or non-readily visible side elevations. This installation should not result in the loss of the orig-inal window and be reversible. • Screen mechanical units and electrical and gas meters if in a visible location so they are as unob-trusive as possible.	• Install mechanical systems on primary facades or readily visible side façades, but these loca-tions may be considered if the systems are ef-fectively screened through landscaping, fenc-ing, or lattice panels. • Install roof-mounted equipment on front- or cor-ner side yard-facing roof planes; the equipment should be set back from the edges of roofs and screened, so that it is not visible to pedestrians and does not detract from the historic charac-ter of the dwelling.

Appropriate Treatment	Inappropriate Treatment
	
Concealed wire mast blending with house.	Wires not concealed.

Mechanical, Utility, and Security Equipment Guidelines (Continued)

Appropriate Treatment	Inappropriate Treatment

Satellite dish installed on side entry.

Satellite dishes installed on main entry.

Appropriate Treatment	Inappropriate Treatment

Concealed gas and electric utilities.

Exposed gas utility with no attempt at concealment.

Mechanical, Utility, and Security Equipment Guidelines (Continued)

Appropriate Treatment

No street-visible air conditioning units.

Inappropriate Treatment

Air conditioning unit on the front elevation.

Appropriate Treatment

Wires attached under eaves and concealed.

Inappropriate Treatment

Wires attached to front elevation brickwork.

Mechanical, Utility, and Security Equipment Guidelines (Continued)

Additional Considerations

Solar panel installations.

Additional Considerations

Security system installations.

6.9. Paint and Paint Colors

Overview

Many dwellings in the District have been repeatedly painted in a variety of colors since their construction. With the Victorian era of the late nineteenth century house styles such as Italianate and Queen Anne had a diversity of colors with contrasts between body and trim. The revival styles of the early twentieth century were often built with brick veneer exteriors which were left unpainted except for the trim.

Policy and Justification

Owners are encouraged to conduct paint analysis on their dwellings and match those colors or follow color palettes appropriate to the dwelling's period and style. Masonry surfaces which have not been previously painted should not be painted unless the brick and/or mortar are mismatched. Spray on siding coatings should be avoided since the permeability of these products and their longevity has yet to be demonstrated.

Paint and Paint Color Guidelines

DO	DO NOT
• Use paint colors in keeping with their dwelling's style and age. • Consider that traditionally, most historic dwellings had no more than four exterior paint colors—wall, trim, and various accents.	• Paint previously unpainted masonry surfaces, however it but may be considered if the masonry and/or mortar has become mismatched or discolored. • Use spray-on siding coatings; these products have not been demonstrated to have sufficient permeability to allow a building to "breathe" and their life expectancy is unknown.

Appropriate Treatment

Color palette appropriate to the period and style.

Inappropriate Treatment

Color palette and decoration not appropriate to period and style.

Appropriate Treatment

Color palette appropriate to the period and style.

Appropriate Treatment

Color palette appropriate to the period and style.

6.10. Porches

Overview

Porches are one of the most important defining characteristics of the District's dwellings. The design of the porch, columns, and railings are often key elements in identifying the age and style of a house. Porches are found on the majority of the dwellings in the District and provided cooling shade in the days before electricity and air conditioning. During the Victorian era elaborately milled columns and balusters became common on porches. Revival styles such as Colonial Revival were built with small entry porches or side porches instead of those on the primary façade.

Policy and Justification

Original porches should be repaired, preserved and maintained. Porches on the primary façades of dwellings should not be enclosed. If repair of porch elements is required, use materials to closely match those which exist. If porch elements such as columns, balusters, or floor boards are deteriorated and need replacement, alternative materials may be considered. If an original porch is missing, a new porch may be constructed based upon photographic or physical evidence, or based upon the design of similar style and age dwellings.

Porch Guidelines

DO

Porches:

1. Repair porch elements with materials to match the original. Repair or replace porches with wood floors and wood stairs as needed- no brick or concrete. Maintain porches on front and side facades to preserve any original configuration and with original materials and detailing.
2. Replace porch elements with materials to match the original. Photograph and/or physical evidence must be presented to the HPC for review prior to replacement
3. If installing privacy lattice panels they should be compatible with the style of the house and be added behind, not in front, of porch columns and railings. Privacy lattice panels in traditional square and diagonal designs are appropriate. Privacy lattice should not exceed more than one-third of the porch area in order to maintain its traditional open appearance and the framing must be kept to a minimum.
4. The use of trellis panels is appropriate for porches on all elevations.
5. Reopen and restore any enclosed porch and balcony.
6. Utilize painted or stained narrow tongue and groove floor planks or a pre-approved material on first level porches, visible from the sidewalk. Boards should run perpendicular to the façade.
7. Utilize wood, fiberglass, or sheet membrane on upper level porches.
8. Install framed lattice to enclosed areas under first level porches. Framed panels of horizontal-and-vertical lattice must be set between foundation piers. Other lattice patterns will be considered on a case-by-case basis.
9. Specify and apply trim boards at the outer edge perimeter at upper levels.
10. Paint, stain or varnish porch flooring boards. All finishes are subject to further review by the HPC.
11. Support porches with brick or masonry piers. The masonry piers may be parge coated or faced with stucco or brick veneer. Any coating or facing must be approved by the HPC.

Steps:

1. Utilize wood or a pre-approved material.
2. Install framed lattice to enclose areas under steps. Framed panels of horizontal-and-vertical lattice must be set between foundation piers. Other lattice patterns will be considered on a case-by-case basis.
3. Steps from the sidewalk level up the building-grade level may be stone, concrete, or brick while those from the building-grade level up to the porch deck must be wood.

Columns and Railings:

1. Replace missing original columns and balusters with in-kind material replacements based upon photographic or physical evidence. If no evidence exists, porches should be rebuilt in keeping with porches of similar house styles and age.
2. Utilize wood, fiberglass or polymer columns in square, turned, tapered, or round profile. Column selection and placement must be determined by the structure's style and be proportionate to the structure. Many pre-molded synthetic architectural ornaments, columns, railings and time details are readily available for replacement of deteriorated or missing components. Use of such products is acceptable on a case-by-case basis.
3. Make newel posts proportionate and of a similar form and style to the columns. Newel caps must also reflect the style of the structure.
4. Utilize wood or a pre-approved material for railings. Balusters must be either turned or jig-sawed flat-slat type or be two inches square (actual allowed size is 1.5 inches square) and be space four (4) inches on center. However, gaps between spindles of two to three inches may be more appropriate.

5. Verify railing heights comply with the Building Code. Exemptions based upon historic conditions and allowances reviewed and certified by a licensed design professional to assure safety will be considered. A 30-inch minimum railing height is always required for a finished porch height of 30 or more inches above grade.
6. Vinyl-coated railings are only considered on upper-level porches when all of the following design criteria are met:
   a. Top and bottom rails, spindles and balusters must accurately depict original historic forms and contours.
   b. The end of top and bottom railing guards must be fastened to the building, structure, column, or newel post without the use of metal or vinyl sleeve, pocket or hanger that is visible to the eye. No screws or other fastening devices will be left visible.
   c. Counter-sink all nails and screws with appropriate plugs and paint or stain to match the railing assembly.
7. Center top and bottom rails on the columns and newels and secured without visible signs and/or of couplings. Balusters must sit below the top rail and on top of the bottom rail.
8. Minimize the impact of code-mandated upper-floor railing heights by the addition of a second rail or decorative panel either above or below the railing.
9. Fabricate the top and bottom rails of wood.
10. Utilize wood or a pre-approved material for balusters on first floor porches.

Porch Ceilings:

1. Maintain exposed structural undersides of porch ceilings and rafter tails.
2. Utilize narrow tongue-and-groove hardwood boards.
3. Paint, oil, stain or varnish ceilings sky blue, gray or white.
4. The use of vinyl, aluminum, plywood, or gypsum board on outdoor soffits or porch and balcony ceilings is not permitted.
5. The introduction of a ceiling fan can be considered based on size, style, color, and location.

DO NOT

- Remove porches if original to the dwelling or install open air balconies and decks.
- Utilize fiberglass, outdoor carpet, poured concrete, brick pavers, ceramic tile and modern pressure-treated wood plank deck treatments on all porches and entries visible from the street and within general public view.
- Utilize brick, concrete block, cast iron or aluminum posts on porches and balconies.
- Install newel post or columns less than four (4) inches square in dimension except at base.
- Install all vinyl or polyvinyl chloride railings or railing systems

Porch Guidelines (Continued)

Appropriate Treatment	Inappropriate Treatment

Appropriate railing and lattice.

Inappropriate wrought iron railing and columns and brick veneer under porch.

Appropriate Treatment	Inappropriate Treatment

Appropriate wood railing.

Inappropriate wrought iron railing

Porch Guidelines (Continued)

Appropriate Treatment

Appropriate porch ceiling, lattice, railing, and steps.

Inappropriate Treatment

Inappropriate porch ceiling and floodlights.

Appropriate Treatment

Appropriate wood railing and lattice.

Appropriate Treatment

Appropriate porch steps.

6.11. Roofs

Overview

Roof massing, pitch, material, whether there are turrets, towers or dormers—these are all indicators of a structure's history and style. The roof itself, along with overhang (eave depth) and fascia details are all integral components to a house's significance. The roof is the first line of defense to the elements- it sheds precipitation, and provides shelter and is perhaps the most important component of a structure to maintain and protect from deterioration. Most of the properties in the District have variations of gable and hipped roofs. Historic roofing materials include wood shingle, slate, or metal.

Policy and Justification

Original roof forms such as gable or hipped should be preserved and maintained. If additions to roofs are desired such as new dormers or skylights, these should be added at rear or side rooflines that are not readily visible. Historic roof materials such as metal standing seam should be repaired and preserved. If repair is no longer practical, replacement with approved metal, asphalt or fiberglass roof materials is appropriate. When replacing metal roofing the pattern must match that of the existing roof. Alternative roofing materials may be considered. Any addition to a roof such as solar panels, ventilators, and skylights requires Commission review.

Roof Guidelines

DO	DO NOT
• Preserve roofs in their original size, shape, and pitch, with original features (such as cresting, chimneys, finials, cupolas, etc.), and, if possible, with original roof materials. • Keep new metal roofs with traditional standing seam designs and dimensions with proper spacing and crimping. • Place skylights at rear roof lines or behind gables and dormers and not be readily visible. Skylights should be as minimal in design as possible—flat or flush is best, but convex and "bubble" designs that are low-profile may be considered. • Locate solar panels on rear or side elevation rooflines not visible from the public right-of-way.	• Introduce new dormers on front façades; dormers may be added on rear façades or secondary façades which are not readily visible and if in keeping with the character and scale of the structure. • Add additions such as skylights, balconies, or roof ventilators to dwellings on front or readily visible side elevations.

Roof Type

Convex mansard with slate shingles.

Asphalt shingle roof with towers and dormers.

Roof Guidelines (Continued)

Roof Type	Roof Type
	
Asphalt shingle side-gable with dormer.	Asphalt shingle hipped roof with dormers.

Roof Type	Roof Type
	
Asphalt shingle cross-gable with tower.	Clipped gable or jerkinhead.

6.12. Windows and Shutters

Overview

Windows are prominent features on houses and help to define their architectural style and age; they are a significant part of the original fabric of historic structures. In the early 20th century a wide variety of wood window sash designs were used. Most dwellings in Washington Park were built with window shutters to protect the windows from the elements. Shutters were attached to the window frames by metal hinges and pintles and were held open using metal fasteners known as "shutter dogs" or "holdbacks." Wood and metal screens were applied to many of the historic dwellings in the historic district, and the installation of storm windows in the past century provided extra protection from the elements in addition to shutters and also provided energy savings.

Policy and Justification

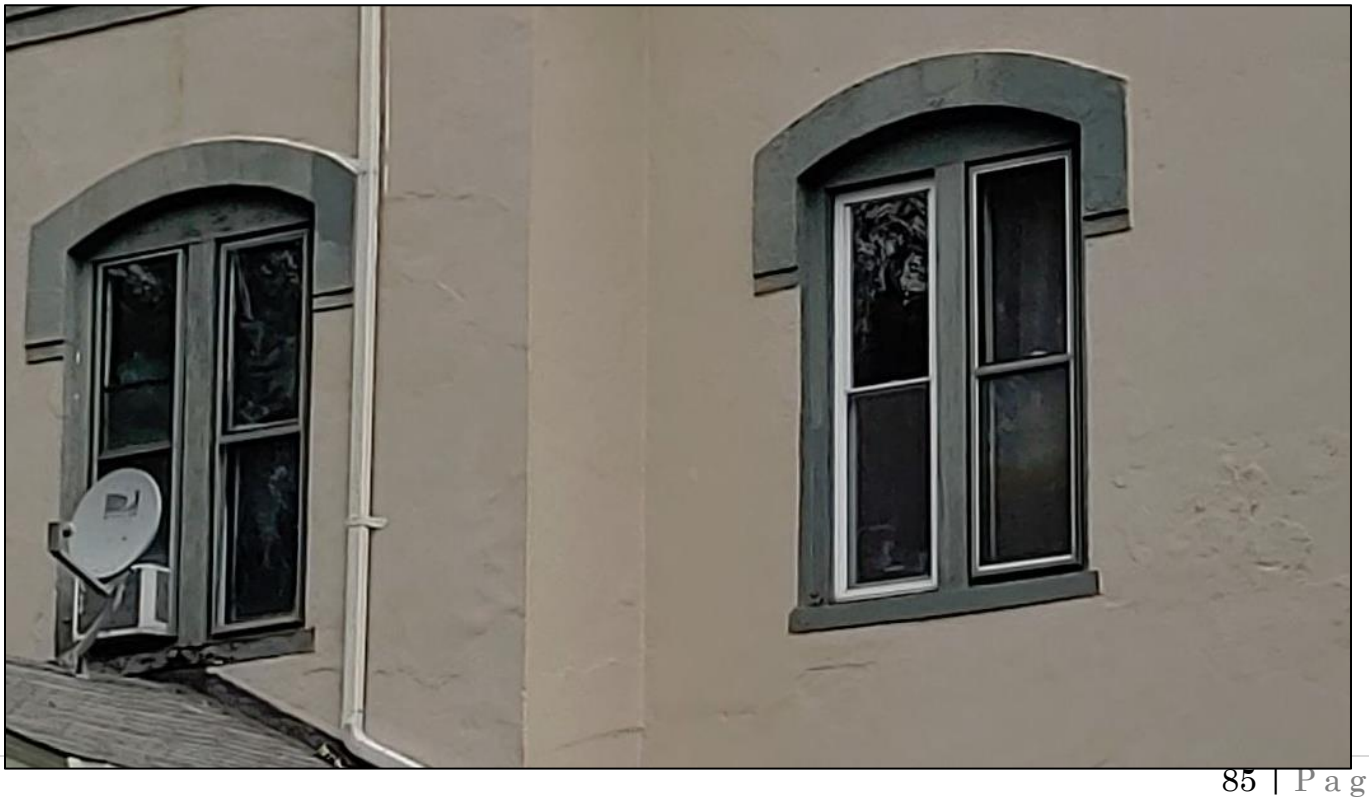
Windows on historic dwellings should be maintained or repaired to match the original design. Windows provide important architectural qualities that define and characterize an architectural style and time period, as well as the scale of a building and/or historic district. The loss of windows alters the defining qualities of the historic fabric, structure, and the historic district. Fenestration is

a term referring to the arrangement of windows and doors on the elevations of a building. Their pattern on the façade and their relationship to the structure's overall design is a critical aspect to a structure's historic integrity.

Approval to remove original wood sash windows will only be granted if the windows can be demonstrated to be beyond repair. If windows are deteriorated beyond repair, the installation of new wood windows to match the original designs is required. Alternative materials may be considered. Original window openings on primary facades or readily visible side elevations should not be covered or concealed. Original window openings should not be modified to accommodate the installation of smaller windows. New window openings should not be added on the fronts of dwellings but may be added at the rear or side elevations if not readily visible. Muntins sandwiched between layers of glass, snap-on muntins, and surface-applied muntins are not appropriate and shall not be approved. If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.

Historic wood shutters should be preserved and maintained. Window shutters should either be functional or give the appearance of being functional with hinged hardware and should be proportionate to the window. Adding shutters to non-contributing and new buildings will be considered.

Rebuilding historic wood windows and adding storm windows makes them as efficient as new windows and more than offsets the cost of installation. The installation of storm windows can help in lowering energy costs and are appropriate for Washington Park's historic dwellings. While it is recognized that windows and doors are a source of heat loss because glass is a poor thermal barrier, energy efficiency is balanced by the sustainability of maintain functioning historic windows.



Window Guidelines

DO	DO NOT
• Repair a historic or non-historic window with in-kind materials rather than replace. If replacement of original or historic windows is necessary, replacement windows should be in-kind. • Replace a non-historic window with in-kind materials and similar design. • Preserve original windows in their original location, size, and design and with their original materials and numbers of panes. • Use clear glass in windows on the primary and readily visible side elevations. • Preserve and maintain shutters that are original to the dwelling. Repair historic wood shutters with in-kind materials. If beyond repair, replace with in-kind materials or similar design. • Add wood shutters based on traditional designs and that fit the window opening. • Add screen panels with wood or metal frames that are full-view design and allow the visibility of the historic window behind it. • Add storm windows of wood or metal frames (anodized or baked enamel surfaces) which are full-view design or match the meeting rail of the window behind it. • Install screen windows made of wood or baked-on enamel aluminum; the screen windows should fit within the window frames and not overlap the frames.	• Add new window openings to primary façades or to readily visible side elevations. • Install replacement windows with snap-on, flush, or simulated divided muntins. • Use reflective, tinted, patterned, or sandblasted glass in windows. • Propose vinyl or metal shutters on any elevation of a contributing building. • Add shutters to contributing buildings unless historically appropriate to that style house, or there is physical or photographic evidence that shutters were original to the dwelling. • Add shutters to banks of multiple windows. • Bi-fold shutters are not appropriate. • Install storm windows that are made of unfinished metal. • Install security bars to any elevation of contributing buildings or to primary or other readily visible elevations of non-contributing or new houses. • Use paper, shower curtains, blackout paint, or other similar treatments on street-visible windows.

Why Preserve Original Windows—Economic, Historic, and Environmental Arguments

- Windows are a significant part of the original fabric of historic structures. They provide important architectural qualities that define and characterize an architectural style and time pe-riod, as well as the scale of a building and/or historic district. The loss of windows alters the de-fining qualities of the historic fabric, structure, and/or historic district.
- Rebuilding historic wood windows and adding storm windows makes them as efficient as new windows and more than offsets the cost of installation. Several comprehensive window studies have found that a wood window with weather stripping and an added storm window is as energy efficient as most new thermo-pane windows and last longer.
- The old-growth lumber used in historic window frames can last if well maintained, unlike new-growth wood, vinyl, or aluminum.
- In most cases, windows account for less than one-fourth of a home's energy loss. Insulating the attic, walls and basement is a more economical approach to reducing energy costs than re-placing historic windows.
- Any energy savings from replacing wood windows with aluminum or vinyl seldom justifies the costs of installation. For most buildings, it would take decades to recover the initial cost of installation, and with a life expectancy of 10 to 15 years or less, installing new vinyl or aluminum windows does not make good economic sense.

Window Guidelines (Continued)

Appropriate Treatment

Original stucco, wooden windows, and appropriate shutters.

Inappropriate Treatment

Inappropriate vinyl siding, vinyl replacement windows, and artificial decorative shutters.

Appropriate Treatment

Original windows left intact and maintained.

Appropriate Treatment

Replacement window (left) and original wood window(right).

Window Guidelines (Continued)

Appropriate Treatment	Inappropriate Treatment
	
Well-maintained original wood single hung and leaded transom windows.	Poorly maintained wood casement windows.

CHAPTER 7. GUIDELINES FOR SITE ELEMENTS

7.1. Driveways and Parking Areas

Overview

Early driveways were of sand, gravel, or brick pavers. By the early twentieth century, concrete was widely used and after World War II asphalt was popular as a paving material. Historic driveway materials such as concrete and tabby concrete should be preserved, and new driveways should be designed with traditional materials and placement. Traditionally, parking areas for carriages and later automobiles were on the side or rear of dwellings, not in front yards. Driveways are traditionally located to the side of the property.

Policy and Justification

The consistency and repetition of driveway spacing, placement, dimensions, and materials are an important part of the residential area's streetscapes. Parking areas should only be on side and rear elevations of a dwelling and not in front yards. Traditional paving materials such as sand, brick, and concrete are encouraged over black asphalt and similar modern materials. The use of permeable paving materials for driveways and parking areas is encouraged to allow water absorption into the ground and reduce flooding.

Driveway and Parking Area Guidelines

DO

- Preserve original driveway materials such as sand, tabby concrete, crushed gravel, or concrete. Preserve original designs such as concrete "ribbon" driveways which contribute to the character of a dwelling.
- Limit driveway widths to a width of one car. Keep to a minimum any new curb cuts to driveways and parking lots, as they usually result in the removal of historic sidewalk materials and curbs.
- Screen and minimize the visual impact of parking areas in rear or side yards with landscaping or fences.
- Orient sidewalks and driveways perpendicular to the street. If historical documentation provides evidence of curvilinear designs or other shapes and designs on that site or other similar house styles, such shapes may be considered.
- Maintain the continuity of existing driveways and the curb cut radius or curved approach in the districts when introducing new driveways.
- Locate new driveways and sidewalks so that the topography of the dwelling site and significant landscape features, such as mature trees, are retained. Protect mature trees and other significant landscape features from direct construction damage or from destruction of root area or soil compaction by construction equipment.

Typical driveway / parking area and garage.

Side access / driveway.

7.2. Fences, Gates, and Walls

Overview

Wood, brick, and woven wire metal fences have been traditionally used in the District to separate lots, create privacy and outline yards. For front yards the use of wood picket fences was common and cast iron fencing was introduced by the mid nineteenth century. Wood board fences to outline side and rear yards have also been used for centuries. In the twentieth century a variety of fence and wall materials have been used such as brick, concrete, woven wire, and chain link.

Policy and Justification

Historic fence materials such as cast and wrought iron, brick, and woven wire should be preserved and maintained. The installation of new fences in keeping with traditional locations, designs and materials is appropriate. Vinyl and similar synthetic fencing materials are incompatible and not approvable.

Guidelines: Fences, Gates, and Walls

DO	DO NOT
• Repair or replace fence or wall materials with in-kind materials. Stain or paint fences to blend with the dwelling or building. • Install new wood picket fences in front yards or privacy wood fences in side or rear yards if they are in traditional and permitted dimensions and designs. Fences should have pickets no wider than 4 inches and should be set apart a maximum of 3 inches. Wire fences should not be more than 4 feet tall. Privacy fences constructed of wood board should be located in rear yards and be no taller than 6 feet. • Preserve original cast and wrought iron, woven metal wire, or brick fences and walls. If historic fences or walls are missing, they may be reconstructed based on physical or pictorial evidence. • Ensure that fence posts, rails, and other framing members are on the inside of the fence facing the dwelling or adjacent property rather than the street and sidewalk. • Install fence gates that are designed to be compatible with the overall fence design and consistent with the age and style of the dwelling.	• Install fencing consisting of chain link, concrete block, "stockade" design, or synthetic materials. Split or horizontal rails, railroad ties, or timbers are inappropriate for front yards or elsewhere if visible. • Install "shadowbox" designed privacy fences; flat boards in a single row are preferred to. Fences with flat tops, "dog ear," or Gothic (pointed tops) designs are acceptable if the design is consistent with the house style. • Install privacy fences made of brick or pierced brick.

Appropriate Treatment	Inappropriate Treatment
	
Appropriate wrought iron fence.	Inappropriate wood fence.

Appropriate Treatment	Inappropriate Treatment

Appropriate wood privacy fence.

Inappropriate vinyl privacy fence.

Appropriate Treatment	Inappropriate Treatment

Appropriate stone wall.

Inappropriate chain link fence.

7.3. Garages, Sheds, Outbuildings & Ancillary Outdoor Structures

Overview

Historically, Washington Park contained a wide variety of outbuildings such as barns for horses, carriage houses for carriages and wagons, storage sheds or buildings, well houses, and privies. Most of these structures were gradually removed as indoor plumbing was introduced and horse-drawn transportation was phased out in the early twentieth century. The rise in automobile ownership led to the construction of garages which were built of frame, brick, and concrete block. Some nineteenth century outbuildings remain extant in the historic district and many twentieth century garages continue to be used. The construction of new outbuildings such as garages, secondary dwellings, sheds, etc. may be appropriate if they meet zoning requirements and are compatible with adjacent historic dwellings. Ancillary outdoor features such as gazebos, pergolas, arbors, fireplaces, fire pits, outdoor kitchens and entertainment areas, fountains and water features requires review and approval.

Policy and Justification

Outbuildings are part of the historical and architectural significance of the District and reflect the cultural and technological changes over time. Historic outbuildings should be preserved and maintained. They should be repaired with materials and details to match the original. The general approach to new construction for outbuildings is to be secondary in scale and compatible with adjacent dwellings. Compatible means reinforcing typical features that the primary dwelling on the lot may have as well as other dwellings and outbuildings along the block. Replications or reproductions of historic de-

signs are also appropriate and acceptable. The erection of ancillary outdoor features may be appropriate if they are sited in rear or side yards not readily visible from the street and adequately screened.

The installation of ancillary outdoor features will be considered if (1) located in rear or side yards, (2) of a scale appropriate for the location, (3) built with materials traditionally found in the historic district such as wood or brick, and (4) such feature compliments the architectural design of the dwelling or main building and other improvements on the property and adjacent properties

Metal garage doors with a paneled design may be appropriate. These doors can be used on garages that are located at the back of the lot and are minimally visible from the street or public right-of-way. If the garage and garage doors are highly visible from a public street or located on a corner lot, install solid wood or wood garage doors with a paneled design.

Guidelines: Garages, Sheds, Outbuildings & Ancillary Outdoor Structures

DO

- Preserve and maintain original buildings that retain their historic architectural character. Repair or replace original materials with in-kind materials to match.
- Replace damaged or deteriorated sections of historic garages and accessory structures, only if deteriorated beyond repair and with in-kind materials to match the original. Where possible, replace only the damaged or deteriorated portions rather than the entire feature. If original garage doors on contributing buildings are missing or damaged, sectional overhead roll-up doors and side-hinged doors of wood in historic designs are appropriate. For noncontributing buildings these designs are also recommended and doors of metal, composite, and other alternative materials will be considered.
- New garages and outbuildings should follow the historic setback for an outbuilding or garage on the property or patterns of other garages and outbuildings in the streetscape or historic district. Install two single garage doors rather than one larger, double door for two-vehicle garages; this design maintains the scale and rhythm of older structures.
- Reconstruct or replace a missing garage or outbuilding based on accurate evidence of the original configuration, form, massing, style, placement, and detail and confirmed with photographs or other documentation of the original building.
- Ensure that the design of new garages and outbuildings are secondary to that of the primary historic dwelling. New secondary buildings should be compatible in size, scale, proportion, spacing, texture, setbacks, height, materials, color, and detail to the primary dwelling and should relate to similar secondary buildings along the block.
- Utilize consistent window and door spacing and size in a new garage or outbuilding that is consistent with the historical development of the property and similar to their historic counterparts within the streetscape or historic district, as should the proportion of window to wall space.
- Use historic photographs and other documentation such as Sanborn Fire Insurance maps for guidance as to size and location of a previous outbuilding on the property.
- Set back and/or screen mechanical equipment, skylights, or solar panels placed on the roof of a garage or other outbuilding so that they are not readily visible from the public right-of-way.

DO NOT

- Use materials such as T1-11 siding as they are not sufficiently durable for exterior use.
- Construct prefabricated carports and sheds.

Guidelines: Garages, Sheds, Outbuildings & Ancillary Outdoor Structures (Continued)

Appropriate Treatment	Inappropriate Treatment

Original carriage House.

Inappropriate double-wide garage door.

Appropriate Treatment	Inappropriate Treatment

Appropriate detached garage and placement.

New construction with Inappropriate attached garages.

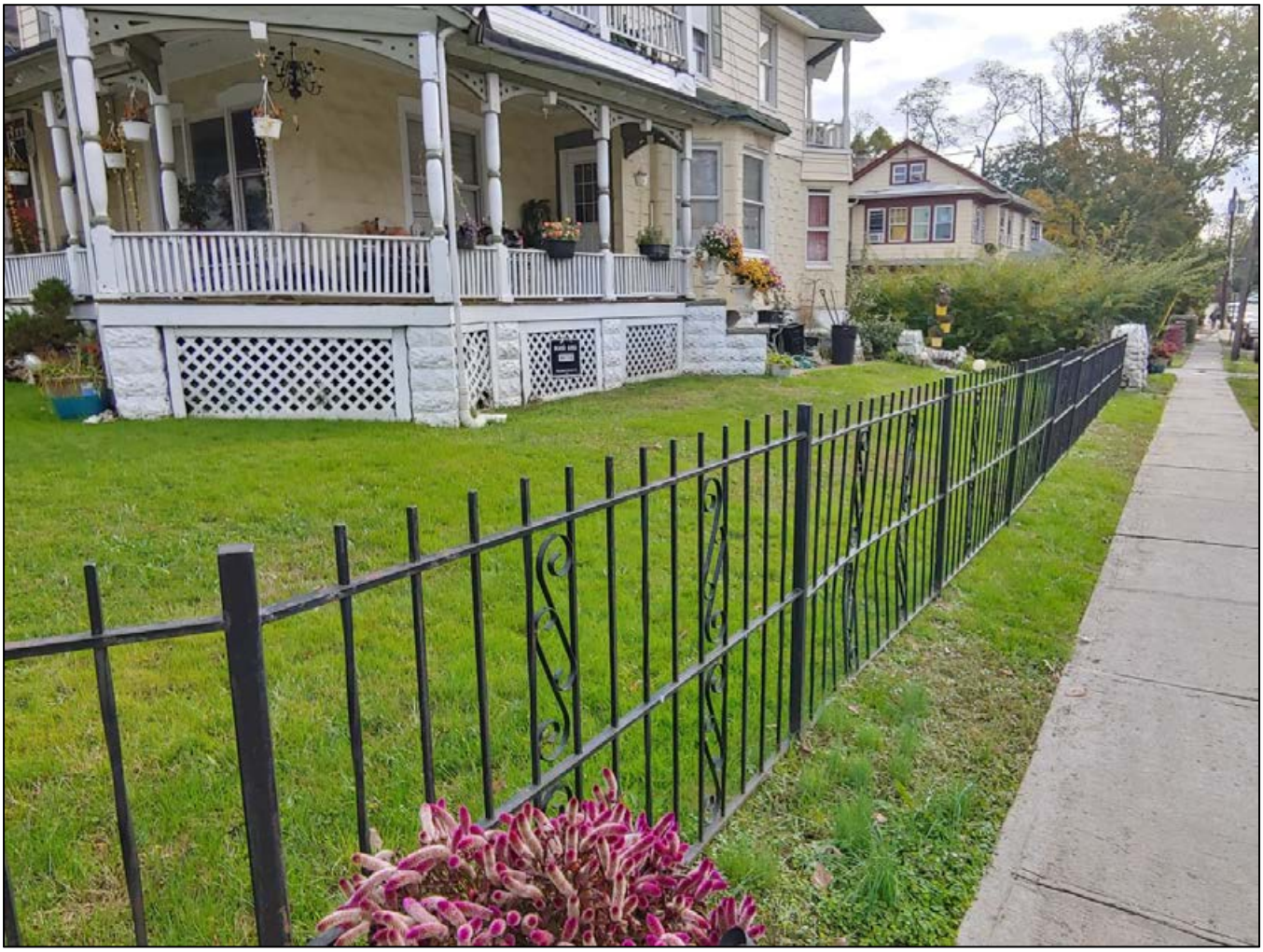
7.4. Grade Changes and Landscaping

Overview

Trees, shrubs, gardens, lawns, and landscape features such as paths, driveways, fences, exterior lighting and the like significantly contribute to the character of a historic residence and its overall neighborhood. Often these features were designed as part of an ensemble along with the residence. The front yard establishes the context for a building and helps to relate it to its neighbors. The Commission reviews actions in front yards such as grade changes and the introduction of landscaping materials. Overall, landscaping is not reviewed by the Commission but property owners are encouraged to maintain and preserve the tree canopies.

Policy and Justification

Grade changes in front yards which impact the visibility of the property are reviewed by the HPC. Landscaping with trees and plants in Washington Park generally does not require review, however, it is recommended that mature planting patterns and designs be respected for their traditional character and those new trees and plants are placed so as to not obscure or damage, presently or in the future, significant character-defining features of the property.



Grade Changes and Landscaping Guidelines

DO	DO NOT
• Maintain plantings, especially native species that reflect patterns of historic landscaping. Pre-serve and maintain landscape features that are original or pre-date 1950 such as walkways, retaining walls, curbs, stepping blocks, etc.	• Increase the grade of a property unless necessary to elevate the dwelling to meet flood plain requirements. • Introduce raised planting beds, gazebos, pergolas or playground equipment in front yards. Install railroad ties, cut wood, brick, concrete block, or other unfinished structural materials in front yards.

Appropriate Treatment	Inappropriate Treatment
	
Maintained yard and decorative plantings.	Inappropriate stone block wall in front yard.

7.5. Walkways & Sidewalks

Overview

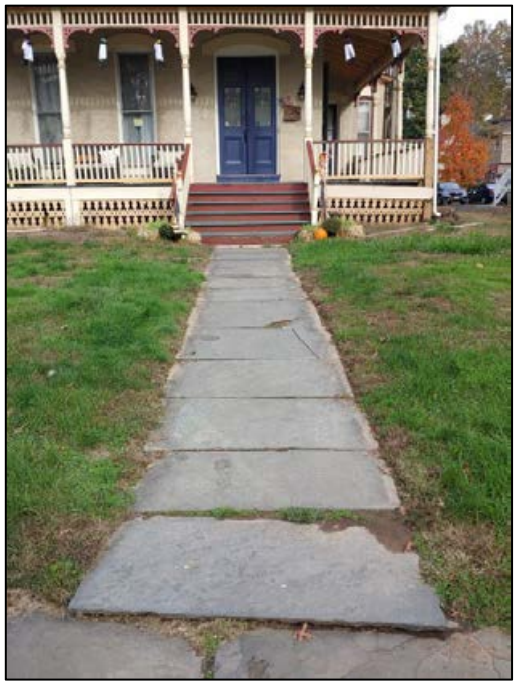
Sidewalks in the public right-of-way and walkways which lead from the public sidewalks to dwellings display a variety of materials. Some properties retain their bluestone sidewalks and walkways while others have concrete original to the dwelling. Paving stones and modern brick materials are also widely used.

Policy and Justification

Property owners should repair and retain historic sidewalk and walkway materials as long as possible. If replacement is needed, materials should match the original as closely as possible or owners may substitute traditional materials such as brick, stamped and tinted concrete, crushed oyster shells, and sand. New walkways with these materials are appropriate. The use of asphalt for sidewalks and walkways is not appropriate and the use of this material will not be approved.

Walkway and Sidewalk Guidelines

DO	DO NOT
• Retain existing historic sidewalk and walkway materials such as bluestone, brick and concrete. Repair/replace historic walkway materials with in-kind and compatible materials. Replace non-historic walkways with traditional or compatible materials. • New paving materials should be in traditional materials such as bluestone or stamped and tinted concrete. If appropriate, install new sidewalks of bluestone of at least 3-inch thickness. • When repaving a driveway, care should be taken not to damage existing bluestone and it is recommended that the sidewalk extend over the driveway to give the sidewalk a continuous, unbroken appearance. To withstand reasonable vehicular loads, the bluestone should either be thicker or substituted with patterned concrete tinted gray to imitate bluestone.	• Use paving materials such as asphalt, stamped asphalt, bright white or colored concrete, and other nontraditional materials or colors.

Appropriate Treatment	Inappropriate Treatment
	
Appropriate flag stone walkway.	Inappropriate material change.

CHAPTER 8. GUIDELINES FOR NEW CONSTRUCTION

8.1. Additions

Overview

An addition may be an appropriate improvement to a historic structure. An addition can enhance the continued use of a property, and express its changing functions. The Guidelines seek to minimize the visual and physical impacts of an addition on the historic structure and its surrounding context. An addition does not have to be completely hidden from view. Some of Washington Park's historic dwellings have been expanded with additions since their original construction. These additions vary in size but traditionally the additions have been added on rear elevations. In some cases lateral additions have been constructed or porches enclosed for living space. Some early additions may now have significance in their own right and merit preservation. In contrast, more recent additions may detract from the building's character and their removal may be appropriate. The Commission has allowed the construction of additions as long as they have been of appropriate size and scale, subordinate to the main dwelling, and of compatible materials.

Policy and Justification

Additions to contributing dwellings are permissible as long as they minimally affect historic materials, are not readily visible, are secondary in size and scale to the footprint of the original dwelling, and maintain the dominance of the original structure. The new addition should be distinguishable from the character of the original dwelling while blending with the overall design. An addition should be designed and constructed in a manner that would allow its potential removal in the future with minimal effect to the historic structure. For non-contributing buildings there may be additional flexibility in the design and size of rear additions.

Guidelines for Additions

DO

- Ensure that additions are appropriate to the architectural style of the existing building and blend with those characteristics of the subject building and adjacent buildings and streetscapes.
- Construct new additions on the rear elevation or on a non-character defining elevation of an existing building that is not readily visible. Distinguish the design of an addition from the original historic building. Visibly discern the connection between an addition and the historic building. A transition between the new addition and the historic structure should be identifiable and maintained.
- Ensure that on additions and/or alterations to the primary building façade, the main entrance is oriented towards the street.
- Respect the scale and massing of neighboring historic buildings when proposing additions. Large additions may be required to be divided into smaller components similar in scale to the original building and neighboring historic buildings.
- Locate an addition to retain open space patterns. Retain original open space at the sides and rear of the structure. Avoid removing existing open space with a large addition.
- Design additions to respect the established front and side yard setbacks present in the District.
- When designing a rooftop addition, minimize the impacts on the structure and context of the historic district by:
  - Setting back the rooftop addition from the highest point of the primary facade to reduce its visual impact, help preserve the historic roof form, differentiate it from the original facade, and remain subordinate to the existing structure.
  - Setting back a rooftop addition from the side facades of the existing structure to reduce potential visual impacts and help preserve the existing roof form and historic building materials.
  - Not obscuring, covering or removing historic features.

DO NOT

- Radically change, obscure, damage, or destroy character-defining features of buildings by an addition.
- Do not design an addition to be an exact copy of the existing style or imply an earlier period or more ornate style than that of the original structure.
- Damage the existing historic building fabric by the installation of a new addition.

Guidelines for Additions (Continued)

Appropriate Treatment

Side addition compatible with the building.

Appropriate Treatment

Partial front porch enclosure compatible with the building.

Appropriate Treatment

Rear yard garage addition.

8.2. Decks

Overview

Rear decks were not widely built until the mid-twentieth century when they became popular for Minimal Traditional and Ranch style dwellings. Decks differ from porches in that they are structures which are not enclosed or roofed. In recent decades the addition of decks on rear and side elevations of historic dwellings to create additional outdoor space has also become common.

Policy and Justification

Decks are typically not historic elements. As modern features, they should be designed and placed to minimize their impact on a dwelling's appearance. Decks of wood construction are recommended. Alternative materials may also be considered if the deck is not readily visible and if compatible with traditional materials in texture, design, and overall appearance.

As in the case of adding rooms, wood decks should only be built at the rear of dwellings or on non-readily visible side elevations for both contributing and non-contributing buildings. Decks should be screened from the street by fencing or landscaping. Installation of decks should not result in the loss of historic fabric and should be reversible.

Deck Guidelines

DO

- Locate decks, patios, and other outdoor spaces at the rear of dwellings. If built on the side of a dwelling the deck should be screened from street view with fencing and/or landscaping.
- Stain or paint wood decks to match or blend with the colors of the dwelling if visible.
- Make decks simple rather than ornate and of a design that does not detract from the house, adjacent properties, or the historic district. If visible, wood decks are recommended to have wood balusters set no more than 3 inches apart. Balusters should be no more than 2 inches in width and depth.

8.3. Elevating Dwellings

Overview

The northern and southern boundaries of the Washington Park Historic District are in FEMA flood zones and elevation design guidelines are required to protect significant historic buildings from flooding. Elevation design guidelines are intended to conserve the historic character of the historic district in a proactive manner.

Policy and Justification

The proposal to raise a historic building several feet above its original construction site may seem contradictory to traditional preservation practices. Yet, to protect significant resources sometimes requires modifications to a site or structure. By developing elevation design guidelines, owners of historic properties will be able to consider options that preserve the integrity of the property with minimal visual impact. By applying a standardized elevation solution, design guidelines for elevation of historic buildings will encourage a unified approach to the practice.

Elevating Guidelines

DO

- Only engage in terracing or structural elevation when necessary to meet flood plain require-ments.
- Consult with local building code and zoning officials and Commission staff to determine an appropriate el-evation level and related methods to mitigate associated project impacts on historic buildings.
- Install raised foundations of brick in traditional forms such as solid or pierced; screen the brick foundations through landscaping. The stuccoing of brick foundations may be an appropriate treatment for the sur-face.
- Compliment new stairs and landings with the design of the existing façade.
- Retain the historic footprint of the dwelling and its location. Retain and preserve site features and their re-lationships that contribute to the overall historic character of the dwelling and the historic district, includ-ing landscaping, sidewalks, retaining walls, fences, foundations, driveways, and views.
- Protect large trees and other significant site features from construction activities. Avoid com-paction of the soil within the drip line of trees.
- Elevate HVAC units or any other exterior equipment as inconspicuously as possible. Consider relocating HVAC equipment to rear roof lines not readily visible from the street.

DO NOT

- Increase foundation heights through the use of concrete block, split-faced concrete block, or other con-crete block materials unless concrete was the original material.

8.4. Primary Dwellings

Overview

The District is fortunate in having relatively few vacant lots and there is a great deal of continuity on most blocks. Construction of a new primary dwelling may also be necessary when a property is lost due to fire, flooding, or other disaster.

Policy and Justification

The general approach to new construction is for it to be compatible with adjacent dwellings. In this sense, compatible means reinforcing typical features that buildings display along the block such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights. Architects and property owners are encouraged to design houses compatible with the context of the lot and the historic dwellings along the block. Replications or reproductions of historic designs are also appropriate.

Primary Dwelling Guidelines

DO

- Maintain the existing pattern of surrounding historic buildings along the street by proposing the appropriate height and width scale. Orient the new construction found along the block in which it is sited.
- Respect the front and side yard setbacks found along the block on which the building is sited; building setbacks from the street should never be less than the minimum adjoining setbacks.
- Propose shape variations and forms which are most appropriate for the District.
- Propose a roof slope ratio for new construction between a minimum of 6:12, and a maximum of 12:12. Roof forms of gable and hipped variations are most appropriate.
- Include porches that have roof forms of gable or shed design and at least cover the entrance; porches that extend partially or fully across the main facade are recommended.
- Design simple porch columns and railings in square or round shapes. Columns should be in scale with the house and reflect typical diameters and dimensions of historic porch columns. Porch railings should have balusters which are no more than 2 inches square or in diameter.
- Ensure that porch heights are consistent with those of adjacent dwellings. Porch depths should be a minimum of 4 feet.
- Propose windows that are wood frame double hung rectangular sash designs whose proportions on the main façade should not exceed 3:1 in a height to width ratio or be any less than 2:1 in height-to-width.
- Alternative materials for windows will be considered if they are compatible with traditional window designs found in the District and are similar in texture, design and overall appearance.
- Ensure that foundation heights for new buildings are similar to those of adjacent historic dwellings depending on the property's location in the flood plain and FEMA requirements.
- The foundation height differences between the new construction and adjacent historic dwellings should be minimized through the use of grading, terracing, landscaping, berming, and compatible materials.
- Ensure that foundations are compatible with the architectural style of the building.
- Use brick and brick pier for foundation material. If smooth concrete block is used for a foundation, a stucco wash is recommended to provide a more compatible surface.
- If brick is being used, the brick should closely match typical mortar and brick color tones found in the district and along the block.
- If the new construction is of frame, the preferred exterior material is horizontal wood siding which is a minimum of 4 inches and a maximum of 9 inches in width. Board and batten siding is also an appropriate design for new construction. Alternative materials such as smooth-face fiber cement board may be considered if the material is similar to historic wood profiles in texture, design, and overall appearance.
- For new roofs, materials that are compatible in type, color, and texture with adjacent properties should be used. Shingles should be of a dark color, predominantly dark gray or brown. Metal roofs should be of traditional colors not bright or glaring, and of traditional profile.
- Wood construction is preferred for windows, especially those on the fronts of buildings. However, alternative materials may be considered if they match historic window profiles in dimension, texture, and overall proportions. The use of full-view or appropriately sized powder-coated aluminum storm windows is appropriate.
- The width of window and door trim should be at least 3 1/2 inches. Roof eaves should have a minimum depth of 8 inches. New construction should have details consistent with adjacent historic buildings including eave widths, soffit details, and fascia boards.

Primary Dwelling Guidelines (Continued)

DO NOT

- Disrupt the existing pattern of surrounding historic buildings along the street.
- Use poured concrete or split faced concrete block for foundation materials.
- Siding variations such as T1-11 and oriented strand board (OSB) are not appropriate for primary dwellings and will not be approved. The use of vinyl or aluminum siding is not appropriate for the historic district and will not be approved.

8.5. Ramps, Lifts, and Elevators

Overview

Ramps, chair lifts, and elevators may be requested by property owners to assist in providing wheelchair access to their homes. Such ramps and lifts will be required to meet Americans with Disabilities Act (ADA) requirements with appropriately sloped ramps and graspable handrails.

Policy and Justification

The addition of new ramps, wheelchair lifts, and elevators to historic dwellings may be required to provide access meeting the needs of residents and visitors. The ADA provides flexibility in compliance for historic dwellings. The HPC will base its review of such proposed new construction on whether the external modifications will compromise the architectural integrity of the building or the historic character of the building and site. Property owners should contact the HPC staff early in the planning stages for professional assistance on such projects and to work with building code officials in investigating alternative methods of meeting requirements for historic dwellings.

Add ramps, lifts, and elevators to rear elevations and side elevations not readily visible from the public right-of-way. Adding ramps and lifts on primary façades will not be approved unless this is the only feasible alternative for access. If the need for access is only occasional, consider temporary ramps rather than permanent ones.

Ramps, Lifts, and Elevators Guidelines

DO

- Install ramps and chair lifts on the rear or side elevations not readily visible.
- Introduce new or additional means of access, that are reversible and do not diminish the original design of a character-defining entrance, porch, or elevation.
- Locate access ramps as discreetly as possible to diminish their impact on all dwellings in the historic district, preferably on a secondary entrance.
- Keep designs simple and minimal in size and compatible with the scale, materials, and details of the building.

CHAPTER 9. RELOCATION

Overview

A building often has both intrinsic historic significance and important associations with events of a given location or adjacent structures and may also be essential to the historic meaning of other neighboring resources. Although relocation may preserve a building's physical presence, a new location may cause its meaning to become lost or diminished.

Policy and Justification

Moving a contributing building is strongly discouraged. It should only be considered, after all other approaches to protect a historic building on its site have been exhausted and relocation to a compatible vacant lot for rehabilitation becomes the last means of preserving a valued historic resource. Relocating a building into the historic district may be appropriate if it is compatible with the district's architectural character through style, period, height, scale, materials, setting, and placement on the lot. Relocating a building may be appropriate if its location on the new site is consistent with its original location and will respect the front and side yard setbacks, orientation, and foundation heights of the neighboring properties.

Guidelines

DO

- Relocate dwellings and outbuildings in accordance with the Guidelines for new construction and the Secretary of the Interior's Guidelines.
- Only allow a licensed, qualified, and experienced mover of historic buildings to relocate a contributing building.
- Move the building intact without shearing or cutting through the sill. Protect all architectural features, board and brace windows and doors in the least damaging manner.
- Carefully rebuild relocated buildings and place on a foundation which replicates the original using masonry material compatible with traditional foundations. Salvaging and reuse of original foundation materials is strongly encouraged.
- Carefully dismantle porches and chimneys or any other projections that cannot be raised with the building, reconstruct the chimney using the removed materials with new mortar that matches the original in color, content and consistency. Any repair materials should match in kind to the original.
- Move a building at least than sixty days prior to the construction of the new building, except as dictated by public safety concerns.

DO NOT

- Relocate dwellings and outbuildings that contribute to the historic and architectural character of a district unless demolition is the only alternative.

CHAPTER 10. DEMOLITION

Overview

The loss of historic building can occur through damage from fires or storms or by neglect and deterioration. Property owners may also want to demolish building for new construction or remove outbuildings that are no longer functional or in poor condition. However, demolitions present the greatest threat to the integrity and significance of the historic district. A demolished building is not only irreplaceable; the historic district loses a contributing component of its significance.

Policy and Justification

Demolitions have a domino effect which destroy the District's architectural history and historic character. Demolition of buildings that contribute to the historic or architectural significance of the District should only be an action of last resort. Vacant or empty lots in the District are not appropriate. Relocation of an existing historic building to a compatible location in the historic district is always preferred. Demolition of existing structures within the historic district must be approved by the Commission.

Demolition through neglect is not permitted and owners who do not conform to maintenance codes may be subject to legal action. A demolition request involving a contributing property cannot be settled in a single Commission meeting. The Commission will need to inspect the building inside and out as well as the site, setting, location and related outbuildings. Consultation with experts may be necessary. A decision can only be reached after thorough analysis of the historic and architectural documentation that must accompanies an application for demolition.

The reasons for demolition will be as carefully evaluated as to the historic and architectural significance of the property if they involve claims that the building is beyond repair or rehabilitation. However, if the building is planned for demolition to accommodate new construction, expansion of another building or new development, the Commission may not receive the future replacement designs for review until a later meeting after the demolition decision is reached. If the present building can be incorporated into the new construction in some manner, the Commission may request those future plans and drawings.

If demolition appears inevitable, the owner is encouraged to consider moving or relocating the building to another location within or near the District, and the Commission may pursue measures with the owner and other parties to preserve the contributing resource.

Demolition Guidelines

DO

- Submit with the application historic background and archival research, thorough documentation of the building and property, and a plan for dismantling of historic materials for salvation.
- Salvage materials including historic timber framing, windows, doors, mantels, newel posts, balusters, moldings, flooring, hardware, metalwork, brackets, weatherboard, brick, stone, other masonry components, and any other interior or exterior decorative elements.
- Obtain the services of an experienced, licensed, and qualified structural or architectural engineer and builder with experience on historic buildings to evaluate the condition of the subject building and whether it might be able to withstand relocation as an alternative to demolition. This assessment should consider how much damage can be caused by removal and be compiled into a historic conditions report for the Commission evaluation.
- Accomplish demolition in a manner that will preserve existing trees and major vegetation.
- Demolish a building no later than sixty (60) days prior to the construction of a new building or development that caused its demolition, except as dictated by public safety concerns.

DO NOT

- Demolish a building that contributes to the historic or architectural significance of the historic district, unless:
  1. public safety and welfare requires the removal of the building or structure;
  2. the building has lost its architectural and historical value; or
  3. the building does not contribute to the historical or architectural character of the historic district; its removal will improve the appearance of the district, and will not adversely impact the integrity of the historic streetscape and the historic district.

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Appendix A—National Guidelines for the Historic Commission

The Historic Preservation Commission follows the standard set forth in *The Secretary of the Interior's Guidelines for Rehabilitation*. These Guidelines provide detailed information on best practices for rehabilitation and new construction. The Guidelines represent the ten basic principles for rehabilitating a historic building and its site, while allowing for reasonable changes to meet new needs. The North Plainfield Design Guidelines expand on these general principles to provide guidance specific to Washington Park's character:

THE SECRETARY OF THE INTERIOR'S GUIDELINES FOR REHABILITATION

1. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
8. Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Appendix B—Historic Preservation Commission

§ 22-122.3 Historic Preservation Commission.

§ 22-122.3.1 Establishment.

The duly established Commission created pursuant to Ordinance Nos. 10-87, 8-89 and 10-89, codified as Article **VIII** of the Borough of North Plainfield Zoning Ordinance, is hereby reestablished, confirmed and continued. The members shall serve without compensation.

§ 22-122.3.2 Responsibilities.

The Historic Preservation Commission shall have the following duties and responsibilities:

- **a.** To identify, record and maintain a survey of all buildings, structures, sites, objects, improvements and districts of historical significance within the Borough.
- **b.** To recommend to the Planning Board and Borough Council the designation of buildings, structures, sites, objects or improvements as local historic landmarks and to recommend the designation of local historic districts.
- **c.** To monitor and recommend to the Planning Board and Borough Council any buildings, structures, sites, objects, improvements or districts for inclusion on the New Jersey or National Register of Historic Places.
- **d.** To make recommendations to the Planning Board and Borough Council on the Historic Preservation Element of the Master Plan and on the implications for preservation of historic landmarks and historic districts of any other Master Plan elements. The Commission may provide information to the Planning Board indicating the location and significance of historic landmarks and historic districts and identify the standards used to assess worthiness for historic landmark or historic district designation.
- **e.** To make recommendations to the Planning Board and Borough Council on the historic preservation implications of any proposed or adopted zoning or development ordinance(s) or proposed or adopted element(s) of the Borough's Master Plan.
- **f.** To draft and recommend to the Planning Board and Borough Council ordinances or amendments to existing ordinances that would resolve any conflicts which may exist between the design standards of this article and the building or zoning regulations of the Borough.
- **g.** To advise and assist Borough officers, employees, boards and other bodies, including those at the county, state and federal levels, on all matters which have potential impact on the historic buildings, structures, objects, sites or districts in the Borough or on the physical character and ambience of any portion of the Borough.
- **h.** To advise the Planning Board and Zoning Board of Adjustment on applications for development pursuant to N.J.S.A. 40:55D-110.
- **i.** To review and render determinations regarding applications for certificates of appropriateness as set forth in this article.
- **j.** To advise the Planning Board and Borough Council on the relative merits of proposals involving the use of public funds to restore, preserve and protect historic buildings, structures, objects and sites; to securing state, federal and/or other grants or assistance in support of such projects; and to monitor such projects once underway.

k. To cooperate with local, county, state or national historical societies, governmental bodies and organizations to maximize the contributions of the Commission in accordance with the intent and purposes of historic preservation.

l. To make information available to residents of historic buildings or districts concerning guidelines for rehabilitation and design criteria for new construction established under this article.

m. To seek any benefits which may be granted under the National Historic Preservation Act, as amended, or any other state or federal legislation, including, but not limited to, the benefits which flow to communities under the certified local government program with regard to training, grant funding and technical assistance; and, in furtherance thereof, to take any steps necessary to assist the Borough of North Plainfield in the preparation and submission of any documents needed for certification of the Borough as a certified local government under the National Historic Preservation Act.

n. To monitor and recommend to the Borough Council the submission of any grants related to historic preservation.

o. To increase public awareness of the value of historic, architectural and cultural preservation by developing and participating in public information programs.

p. To carry out such other advisory, educational and informational functions as will promote historic preservation in the Borough.

§ 22-122.3.3 **Membership; Appointment.**

a. The Commission shall consist of seven regular members and two alternate members, who shall be appointed by the Mayor with the advice and consent of the Borough Council. All Commission members must have a demonstrated interest, competence or knowledge in historic preservation. If available in the community, members of the HPC shall be professionals that meet the Secretary of the Interior's professional qualification standards in the fields of architecture, history, architectural history, prehistoric archaeology, and/or historic archaeology. In making appointments to the Commission, the Mayor, with the advice and consent of the Borough Council, shall endeavor to seat at least one Commissioner from each historic district. At the time of appointment, members shall be designated by the following classes:

1. Class A: a person who is knowledgeable in building design and construction or architectural history and who may reside outside the municipality; and

2. Class B: a person who is knowledgeable in, or who has demonstrated an interest in, local history and who may reside outside the municipality; and

3. Class C: citizens of the municipality who shall hold no other municipal office, position or employment except for membership on the Planning Board or Zoning Board of Adjustment. Class C members should still have a demonstrated interest in history, historic preservation, construction or a related field.

b. Of the seven regular members, at least one member shall be appointed from each class. No more than three members total shall be comprised of Classes A and B. At least four members shall be comprised of Class C.

c. Alternate members shall meet the qualifications of Class C members. At the time of appointment, alternate members shall be designated as "Alternate No. 1" and "Alternate No. 2."

§ 22-122.3.4 **Terms.**

a. The members currently serving as of the date of adoption of this ordinance[1] shall continue in office for the duration of the term in office applicable to each at the time of their appointment.

b. The term of a regular member shall be four years; the term of an alternate member shall be two years.

c. Notwithstanding any other provision contained in this article, the term of any member who is also a member of the Planning Board or Board of Adjustment shall be coterminous with membership on such Board.

d. A vacancy occurring otherwise than by expiration of term shall be filled within 60 days for the unexpired term only.

§ 22-122.3.5 **Role of Alternates.**

The alternate members may participate in all Commission discussions during proceedings but may not vote except in the absence or disqualification of a regular member. A vote shall not be delayed in order that a regular member may vote instead of an alternate member. In the event that a choice must be made as to which alternate member is to vote, Alternate No. 1 shall vote.

§ 22-122.3.6 **Officers.**

Annually, the Commission shall elect a Chair and Vice Chair from its members and select a recording secretary who may or may not be a member of the Commission or a municipal employee. See current HPC Bylaws for further information.

§ 22-122.3.7 **Budget.**

The Borough Council shall make provision in its budget and appropriate funds for the expenses of the Historic Preservation Commission. The Commission may employ, contract for and fix the compensation of experts and other staff and services as it shall deem necessary. The Commission shall obtain its legal counsel from the Borough Attorney at the rate of compensation determined by the Borough Council, unless the Borough Council, by appropriation, provides for separate legal counsel for the Commission. The Commission shall obtain the services of an historic preservation consultant and such other experts and other staff as it deems necessary. Expenditures pursuant to this subsection shall not exceed, exclusive of gifts or grants, the amount appropriated by Borough Council for the Commission's use.

§ 22-122.3.8 **Finances.**

The Borough Council shall establish, by ordinance, reasonable fees necessary to cover the expenses of administration and professional services to aid the Commission in its review of applications and development reviews. These fees are in addition to any other required under any portion of this article or any other applicable Borough ordinance.

§ 22-122.3.9 **Rules of Commission.**

a. The Commission shall adopt written bylaws, guidelines and rules for the transaction of its business, for the consideration of applications for certificates of appropriateness, and for the designation of historic landmarks and historic districts. Such rules shall not be inconsistent with the provisions of this article and shall include, but not be limited to, rules pertaining to all notices and hearings required herein.

b. In order to make available to the public information useful to the preservation and protection of historic landmarks and historic districts and to provide the basis for consistency of policy, the Commission secretary shall maintain complete files and records. The Commission's files shall include, but are not limited to, data used in the classification of buildings, structures, sites, objects, improvements and districts, minutes of Commission meetings, applications for certificates of appropriateness along with collateral data, decisions and appeals associated therewith, and information, materials and references submitted to the public related to historic preservation. A record of Commission proceedings shall be kept and made available, but a formal verbatim record shall not be required.

c. The Commission secretary shall keep minutes and records of all meetings and proceedings, including voting records, attendance, resolutions, reports, findings, determinations, decisions and applications, which shall be public documents. All meetings shall be noticed and conducted in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Copies of all minutes shall be maintained in the Municipal Building and shall be delivered to the Borough Clerk.

d. Copies of records shall be made available to municipal bodies, agencies, and officials for their use. Records will also be available to the public in accordance with the Open Public Records Act (OPRA), and all requests will be handled administratively by the Commission secretary.

e. When the Planning Board or the Zoning Board of Adjustment refers an application to the Historic Preservation Commission, then the referring Board shall receive a copy of the Commission's report.

f. The building and engineering offices shall maintain and display an up-to-date map showing the boundaries of all areas designated as historic districts, as well as the locations of all historic landmarks.

g. No member of the Commission shall be permitted to act on any matter in which he or she has, either directly or indirectly, any personal or financial interest.

h. The Commission shall prepare an annual report. Copies will be delivered to the Borough Clerk and the New Jersey HPO. The annual report will also be available to the public upon request.

§ 22-122.3.10 **Removal of members.**

A member of the Commission may, after a public hearing, if requested, be removed by the Borough Council for cause, including, but not limited to, failure to attend Commission meetings and/or violation of the Local Government Ethics Law.

§ 22-122.3.11 **Meetings; Quorum.**

a. The Historic Preservation Commission shall establish and post in the Borough Hall a regular schedule of meetings, which shall include a minimum of one meeting per month. Regular meetings shall be held as scheduled unless canceled for lack of a quorum, lack of applications to process or for other good reason(s), which shall be noted in the minutes. Additional special meetings may be called by the Chair or Vice Chair, or on the request of any two of its members, when the regular meetings are inadequate to meet the needs of its business, to handle emergencies or to meet time constraints imposed by law.

b. The Historic Preservation Commission shall hold public hearings to review all applications for certificates of appropriateness (excluding minor applications), referrals of development applications and other business which may come before the Commission.

c. The presence of four members, which may include alternate members filling the vacancies of regular members, shall constitute a quorum. A majority vote of those present and voting shall prevail and shall be sufficient to grant or deny a certificate of appropriateness. Not less than a majority of the appointed membership shall be required to grant or change an historic landmark or historic district designation or to grant approval for demolition.

Appendix C—Certificate of Appropriateness

§ 22-122.5 Certificate of Appropriateness.

§ 22-122.5.1 When Required.

A certificate of appropriateness (or "CA") issued by the Commission shall be required before any work is commenced on any historic landmark or within any historic district, whether or not a construction permit is required for such work, including, but not limited to, the following activities listed below. Work associated with a development application requiring ultimate approval by the Planning Board or the Zoning Board of Adjustment is not exempt from this requirement.

a. Changing the exterior appearance of any building, structure, site, object or improvement by addition, reconstruction, alteration or replacement, including, but not limited to, the addition or alteration of windows, doors, roofing, fences, signs, awnings, porches, railings, steps, materials, finishes, exterior lighting, solar panels, communication devices, sidewalks, paving, or streetscape work, except for the activities described in Subsection 22-122.5.2 below.

b. Demolition of any building, structure, site, object or improvement.

c. Relocation of a principal or accessory building, structure, site, object or improvement.

d. Any addition to or new construction of a principal or accessory building, structure, site, object or improvement.

§ 22-122.5.2 When Not Required.

a. A certificate of appropriateness shall not be required before a permit is issued by the administrative officer for changes to the interior of a structure.

b. A certificate of appropriateness shall not be required for exterior repainting or interior painting of existing structures. If an exterior material, finish or surface is to be painted which was not previously painted, a certificate of appropriateness will be required.

c. A certificate of appropriateness shall not be required if, in the opinion of the Architectural Review Committee or the Commission staff, the work contemplated constitutes "ordinary maintenance and repair" as defined by this article. In such cases, and if a permit is required for the proposed work, the Commission shall promptly notify the administrative officer that a certificate of appropriateness is not required as a prerequisite to the issuance of the permit.

d. A certificate of appropriateness shall not be required for structural repairs which do not alter the exterior appearance.

e. A certificate of appropriateness shall not be required for any changes, additions or alterations not visible from a public right-of-way other than relocation or demolition.

§ 22-122.5.3 Procedures.

a. Except for the circumstances described in Subsection 22-122.5.2, no work shall be performed on any historic landmark or on any building, structure, site, object or improvement located within an historic district until either a certificate of appropriateness has been issued by the Commission for such work or until a determination has been made by the Commission, the Architectural Review Committee, or Commission staff that no certificate of appropriateness is necessary pursuant to Subsection 22-122.5.2 above.

b. Applications shall be made on forms available in the Clerk's office in the North Plainfield Borough Hall. Completed applications shall be delivered or mailed to the administrative officer. All such applications shall include payment of a filing fee in the amounts established, and amended from time to time, by ordinance. There shall be no fee for conceptual reviews under Subsection 22-122.5.4.

c. Upon receipt of an application for a certificate of appropriateness, Commission staff will review and notify the applicant, in writing, that the application is deemed complete and may proceed with legal and noticing requirements. If complete, the Commission shall schedule a hearing within a forty-five-day period for the purpose of reviewing said complete application and shall advise the applicant(s), in writing, of the time, date and place of said hearing. If incomplete, the Commission shall return the application with a written description of the requirements not met pursuant to this article and the HPC Checklist. For applications, one complete hard copy and electronic version of the application must be submitted to the administrative officer for review.

d. A complete application for a certificate of appropriateness shall include the items enumerated in the HPC application, latest edition, including, but not limited to:

1. Completed application form detailing the proposed work with supporting photos, drawings and documentation.

2. Copy of the letter sent to homeowners within 200 feet of property (not required for minor applications).

3. The certified list showing the date of notification and manor in which it was delivered (not required for minor applications).

4. Completed consent and waiver form.

§ 22-122.5.4 **Conceptual Review and Informational Meetings.**

a. Persons proposing or considering an action that requires a certificate of appropriateness may present a proposal for informal concept review and comment by the Commission and shall first hold an informal informational meeting with the Commission staff to review any design proposals or related issues.

b. Persons proposing to make application to the Commission in connection with any action that requires a certificate of appropriateness are encouraged to first hold an informal informational meeting with Commission staff to review any design proposals or related issues before making application.

c. The Commission staff shall hold meetings pursuant to Subsection 22-122.5.4A or B. Neither the applicant nor the Commission shall be bound by any such review. Informal concept or informational review shall not relieve the necessity for Commission review for a certificate of appropriateness pursuant to this article.

§ 22-122.5.5 **Minor Work Application Review.**

Minor work applications, as defined in this article, may be reviewed and approved by the Architectural Review Committee without holding a public hearing. A minor work application shall require submittal of information consisting of the standard application cover pages and, where applicable, a drawing in sufficient detail to accurately depict the work proposed and adequate to provide the information required for issuance of a permit by the Construction Code Official. If

the Architectural Review Committee finds the application appropriate, the Committee may act in place of the full Commission, without the necessity of a public hearing, and is authorized to issue a certificate of appropriateness to the Construction Official for said minor work. The Construction Official shall then authorize the applicant to proceed and issue any required permit associated therewith. If the Architectural Review Committee does not find the application appropriate, the application shall be scheduled for a public hearing before the full Commission upon filing of a full application meeting the submittal requirements of the HPC pursuant to Subsection 22-122.5.3.

§ 22-122.5.6 **Application Review.**

a. The Commission shall hold a public hearing on all applications for certificates of appropriateness that are not minor, following the referral of a complete application to the Commission by the administrative officer or the Commission secretary. The applicant shall have the burden of proof and obligation to establish entitlement to a certificate of appropriateness by satisfaction of the applicable standards and criteria in accordance with this article; upon the failure of which, the Commission shall be entitled to deny the application. The Commission shall issue a certificate of appropriateness within a forty-five-day period that begins when applications are deemed complete by designated staff and distributed to Commissioners in the monthly packet. No public hearing shall be required in order for the ARC to render a minor application determination of exemption pursuant to Subsection 22-122.5.2.

b. Prior to holding a public hearing on a complete application for a certificate of appropriateness, the Commission or its staff shall, in addition to complying with the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., notify the applicant, in writing, at least 10 days prior to the hearing, setting forth the time, date and place of the hearing. The applicant shall provide written notice to those entitled to notice in accordance with N.J.S.A. 40:55D-12.

c. At the hearing, the Commission shall allow all persons the opportunity to be heard concerning the issuance of a certificate of appropriateness for the proposed work.

d. After conducting the public hearing, the Commission shall return to the administrative officer, within 30 days, its written determination on the application, which may be stated in resolution form. The Commission shall grant or deny a certificate of appropriateness to the applicant based on the standards and criteria set forth in Subsection 122.7 of this article. The Commission may issue a certificate of appropriateness subject to certain condition(s), which shall be set forth in detail in the Commission's written decision. The Commission's denial of a certificate of appropriateness shall be deemed to prohibit the applicant from undertaking the work applied for and shall preclude the issuance of any required permit for the said work by the administrative officer. Upon receipt of the Commission's written determination, the Commission secretary shall notify the applicant and Construction Official, in writing, of said determination within five business days thereof. The granting or denial of an historic preservation permit may be appealed to the Board of Adjustment in the same manner as an appeal is taken pursuant to N.J.S.A. 40:55D-70a. Nothing herein shall be deemed to limit the right of judicial review of the Board of Adjustment action after an appeal is concluded.

e. Failure of the Commission to render its written determination to the administrative officer within the forty-five-day period shall be deemed to constitute a determination in favor of the issuance of a certificate of appropriateness for the proposed work and without conditions.

f. Nothing herein shall prohibit an extension of time by mutual agreement of the applicant and the Commission. The request for an extension of time by the applicant must be made in writing prior to a regularly scheduled public hearing or verbally requested during a public meeting and recorded in the minutes. In circumstances where the Commission determines that the applicant has failed or declined to provide the Commission with information reasonably required by it in order to make an informed decision, the Commission shall have the right to adjourn the proceedings until such time as the requested information is supplied to it. If the requested information is not received by the Commission within 60 days, it shall have the right to dismiss the application without prejudice for lack of prosecution.

g. When a certificate of appropriateness has been issued, the administrative officer or his appointee, in conjunction with the Commission or its staff, shall, from time to time, inspect the work approved by such certificate and shall regularly report to the Commission the results of such inspections, listing all work inspected and reporting any work not in accordance with such certificate.

h. A certificate of appropriateness shall be valid for a period of two years from date of issue unless reasonable extensions are requested by the applicant or the Commission.

i. Appeals from determinations of the administrative officer pursuant to the Historic Preservation Commission's decisions may be made by the applicant to the Zoning Board of Adjustment, according to N.J.S.A. 40:55D-70a.

j. The performance of unauthorized activities and/or the performance of any work not in accordance with a previously issued certificate of appropriateness shall be deemed to be a violation of this chapter and may subject the responsible parties to sanctions imposed hereunder. The Construction Code Official or Municipal Prosecutor, as applicable, shall prosecute any such violation in the Municipal Court, and the Commission shall also have the right to file an action in the Superior Court of New Jersey for appropriate legal and/or equitable relief, subject to the prior approval of the Borough Council.

§ 22-122.5.7 **Emergency Repair Procedures.**

a. When an historic landmark or an historic district resource requires immediate repair to preserve its continued habitability and/or the health and safety of its occupants or others, emergency repairs may be performed in accordance with applicable construction codes immediately upon approval of the Construction Official, who shall certify that a bona fide emergency of the type referenced herein exists, without first obtaining a certificate of appropriateness from the Commission. Under such circumstances, the repairs performed shall be only such as are necessary to preserve the continued habitability of the building or structure and/or the health and safety of its occupants or others. Where feasible, temporary measures to prevent further damage shall be employed, provided these measures are reversible without causing damage to the building or structure.

b. Simultaneously with the commencement of the emergency work, the property owner shall make a request for a certificate of appropriateness from the Commission memorializing the approval for said emergency work. This request shall be made through the administrative officer or Commission secretary pursuant to the procedures set forth in Subsection 122.5.6 above.

c. It should be noted that the procedures outlined in this section should be strictly limited to those circumstances which, in the opinion of the Construction Official, and only with consultation from the Commission, rise to the level of a bona fide emergency of the type referenced above. No work in addition to the emergency repairs shall be performed until an appropriate request for approval has been granted by the administrative officer and Historic Preservation Commission pursuant to the procedures set forth in Subsection 122.5.6 above.

§ 22-122.5.8 **Obtaining Certificates of Appropriateness for Government Actions.**

a. The Borough of North Plainfield, when it plans to undertake any work on any municipally owned historic landmark or on any municipally owned property in an historic district, shall submit such plans to the Historic Preservation Commission and shall receive an advisory report with recommendations on the appropriateness of those plans before undertaking the work.

b. In those circumstances where the Borough cannot require compliance, as in certain cases involving the county, state and federal governments, the Borough strongly urges the voluntary cooperation of such agencies in seeking a certificate of appropriateness and hereby authorizes the Commission to consider such requests and applications. This does not relieve the property owner from complying with applicable state and federal regulations regarding historic preservation.

§ 22-122.6 **Referral of Development Applications Involving Historic Landmarks or Historic Districts.**

a. Pursuant to N.J.S.A. 40:55D-110, the Planning Board and Zoning Board of Adjustment of the Borough of North Plainfield shall refer to the Historic Preservation Commission every application for development submitted to either Board for development involving historic landmarks or properties located within historic districts identified in the Borough's Master Plan. This referral shall be made when the application for development is deemed complete or is scheduled for a hearing, whichever occurs sooner. Failure to refer an application as required shall not invalidate any hearing or proceeding. The Historic Preservation Commission may provide its advice, which shall be conveyed through its delegation of one of its members or staff to testify orally at the hearing on the application and to explain any written report(s) which may have been submitted concerning the proposed application.

b. On all matters referred to the Historic Preservation Commission which require approval by the Borough's Planning Board or Zoning Board of Adjustment, the decision of the Commission shall be advisory only. In reviewing applications for development, the Commission may comment and make recommendations on any of the zoning and land use considerations which are relevant to the application. The Planning Board or Zoning Board of

Adjustment, as applicable, shall consider the testimony and/or written report(s) presented and may disapprove or change any of the recommendations made by the Commission by a vote of a majority of its full authorized membership and shall record in its minutes the reasons for not following such recommendations.

c. Yard variances. Due to the fact that structures in historic districts may have been built close to the lot lines, it is in the public interest to retain a neighborhood's historic appearance by approving variances to normal yard requirements. Where it is deemed that such variance will not adversely affect neighboring properties, the appropriate Board may grant such variance to standard requirements if so recommended by the Historic Preservation Commission.

d. An approval by the Planning Board or Zoning Board of Adjustment, as the case may be, does not relieve the applicant of the requirement of obtaining a certificate of appropriateness from the Commission (see Subsection **22-122.5**) for those historic aspects of the work not addressed as part of the application for development.

§ 22-122.7 **Application Review: Standards and Criteria.**

a. The purpose of this section is to provide uniform standards and criteria for the regulation of historic landmarks and historic districts for use by the Historic Preservation Commission. All projects requiring a certificate of appropriateness and all applications for development on historic landmarks or in historic districts shall, in interpreting and applying the standards and criteria set forth herein, be guided by the principles contained in the most-current versions of the Secretary of the Interior's Standards for Rehabilitation (as contained within the Secretary of the Interior's Standards for the Treatment of Historic Properties), the Secretary of the Interior's Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings, and any adopted local design guidelines for historic districts and sites, latest edition, incorporated herein by reference, as the same may be applicable and appropriate, and as amended and revised from time to time.

1. In utilizing the Secretary of the Interior's Standards, the Commission shall be guided by the provisions thereof, including, but not limited to, the following:

(a) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

(b) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

(c) Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

(d) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

(e) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

(f) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

(g) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

(h) Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

(i) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.

(j) New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

2. These standards are adopted as the Commission's design criteria and guidelines pursuant to N.J.S.A. 40:55D-65.1.

b. In reviewing applications for certificates of appropriateness, the Historic Preservation Commission shall consider the siting, arrangement, exterior design, design quality, bulk, arrangement, density, texture, details, style, scale, setbacks, stepbacks, shape, height, massing, lot coverage, rhythm, directional emphasis, proportions, building elements, materials, finishes and relationships to the streetscape and/or landscape views of the proposed work and the relationship of those characteristics to the historical significance of the historic landmark or historic district.

c. In reviewing applications for certificates of appropriateness and notwithstanding any other provisions of this article, the Historic Preservation Commission shall not consider:

1. Use, zoning requirements for setbacks, density, height limitations or lot coverage, as these matters fall within the purview of the Planning Board and Zoning Board of Adjustment; and

2. The removal of trees; however, nothing herein shall prevent the Commission from making a recommendation to the Borough with respect to tree removal by the incorporation of any such recommendation in a resolution adopted pursuant to an application determined by it.

d. Criteria for review. In its review of historic landmarks or properties located within historic districts, the Commission shall give consideration to certain criteria, including, but not limited to, the following:

1. The historical value of the landscape or streetscape.

2. The historical value of a building, structure, site, object, improvement or district and its relationship to property of the surrounding area.

3. The general visual compatibility of the proposed use to the historical value of the surrounding historic district. In regard to an application for new construction, alterations, additions or replacements affecting an historic site or an improvement within an historic district, and in addition to the criteria set forth in Subsection **22-122.7b**, the following factors shall be considered in relation to its setting and context, including:

(a) Height. The height of the proposed building shall be visually compatible with adjacent buildings.

(b) Proportion of building's front facade. The relationship of the width of the building to the height of the front elevation shall be visually compatible with the buildings and places to which it is visually related.

(c) Proportion of openings within the facility. The relationship of the width of windows to the height of windows in a building shall be visually compatible with the buildings and places to which it is visually related.

(d) Rhythm of solids to voids in front facades. The relationship of solids to voids in the front facade of a building shall be visually compatible with the buildings and places to which it is visually related.

(e) Rhythm of spacing of buildings on streets. The relationship of the building to the open space between it and adjoining buildings shall be visually compatible with the buildings and places to which it is visually related.

(f) Rhythm of entrance and/or porch projections. The relationship of entrance and porch projections to the street shall be visually compatible with the buildings and places to which it is visually related.

(g) Relationship of materials/texture and color. The relationship of materials, texture and color of the facade and roof of a building shall be visually compatible with the predominant materials used in the buildings to which it is visually related.

(h) Roof shapes. The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

(i) Walls of continuity. Appurtenances of a building such as walls, open-type fencing and evergreen landscape masses shall form cohesive walls of enclosure along a street to the extent necessary to maintain visual compatibility of the building with the buildings and places to which it is visually related.

(j) Scale of building. The size of a building, the mass of a building in relation to open spaces, the windows, door openings, porches and balconies shall be visually compatible with the buildings and places to which it is visually related.

(k) Directional expression of front elevation. A building shall be visually compatible with the buildings and places to which it is visually related in its directional character, whether this be vertical character, horizontal character or nondirectional character.

4. In recognition of the lesser importance of applications for a certificate of appropriateness related to noncontributing structures/sites, only the criteria set forth below shall be applied by the Commission. This includes the general compatibility of the exterior design, arrangement, texture and materials proposed to be used with the historical value of the surrounding area. In carrying out its design review under these guidelines, the following specific criteria shall be utilized:

(a) All exterior elevations, including the roof, must be maintained, and new construction must be compatible with existing structures, districts and surrounding areas.

(b) In-kind or similarly compatible historic building materials must be utilized.

§ 22-122.8 **Demolitions and Relocations.**

§ 22-122.8.1 **Criteria.**

In regard to an application to demolish or relocate an historic landmark or an historic district resource, the following matters shall be considered:

a. Its current and potential use for those purposes currently permitted by the Zoning Ordinance or for the use proposed.

b. The probable impact of its removal upon the ambiance of the historic landmark or historic district.

c. The structural soundness and integrity of the building, structure, site, object or improvement and the economic feasibility of restoring or rehabilitating same so as to comply with the requirements of the applicable construction codes.

d. The compelling reasons for not retaining the building, structure, site, object or improvement at its present location, the proximity of the proposed new location and its accessibility to residents of the municipality, and the probability of significant damage to the building, structure, site, object or improvement as a result of the relocation.

e. The compatibility, nature and character of the current and the proposed surrounding areas as they relate to the intent and purposes of this article and whether the proposed new location is visually compatible in accordance with the standards set forth herein.

§ 22-122.8.2 **Procedure.**

a. Where demolition is disapproved. In the event that the Historic Preservation Commission disapproves an application for a certificate of appropriateness to demolish an historic landmark or a building, structure, site, object or improvement located in an historic district, the owner shall, nevertheless, as a matter of right, be entitled to raze or demolish same provided that all of the following requirements have been fully met:

1. Appeal to Zoning Board of Adjustment. The owner has applied for the necessary certificate of appropriateness and has received notice of the Commission's denial of same from the administrative officer and has appealed to the Zoning Board of Adjustment, which has affirmed such denial.

2. Sale for fair market value. Following affirmance of the Commission's determination by the Board of Adjustment, an owner who desires to further pursue demolition approval has, for a period of at least 180 days (the "offer period"), and at a price reasonably related to its fair market value, made a bona fide offer to sell such building, structure, site, object or improvement and the land pertaining thereto to any person, entity, organization, government or political subdivision thereof which gives reasonable assurance that it is willing to preserve the building, structure, site, object or improvement and the land pertaining thereto.

3. Demolition notice posted and publication.

(a) Notice of any proposed demolition shall be posted on the exterior premises of the building, structure, site, object or improvement throughout the notice period in a location such that it is clearly readable. In addition, the applicant shall cause to be published in the official newspaper of the Borough a notice setting forth the following:

(1) The applicant's intent to demolish, including a description of the subject property (by block and lot as well as by physical location) and a description of the building, structure, site, object or improvement to be demolished; and

(2) The applicant's proposed use of the property following demolition; and

(3) The anticipated time frame(s) associated with the demolition; and

(4) A statement indicating that the applicant shall consider any and all bona fide offers to sell the property to any person who wishes to preserve the building, structure, site, object or improvement; and

(5) The applicant's name and address, along with a telephone number where the applicant may be reached during normal business hours by any interested person who wishes to discuss the proposed demolition and/or to make an offer to purchase the property as set forth above.

(b) The notice shall be published as follows:

(1) At least once within the first 10 days of the notice period; and

(2) At least once within the period of time that is not less than 10 nor more than 15 days prior to the expiration of the notice period; and

(3) At least once each 20 days between the above first and last notifications.

(c) At the conclusion of the notice period, if the applicant still wishes to demolish the subject building, structure, site, object or improvement, it shall, prior to performing the demolition, perform the following:

(1) Advise the Commission in writing of its intention to proceed with the demolition; and

(2) Certify, in writing, to its compliance with the provisions of the 180-day offer period; and

(3) Provide the Commission with a copy of the notice that appeared in the official newspaper of the Borough and a listing of all dates on which the said notice appeared in the newspaper; and

(4) Advise the Commission, in writing, as to whether any interested persons submitted an offer or offers to purchase the property, whether during the 180-day "offer period" or following the newspaper noticing referenced above, and set forth the terms and conditions relating to said offer(s) and the results of any negotiations pertaining thereto; and

(5) File copies of the affidavits of publication relating to the newspaper noticing with the Commission.

4. Notice period. The period of time during which notice must be given in the manner hereinbefore set forth shall be known as the "notice period," which shall commence on the 10th day following the date of the notice of denial of the appeal from the Zoning Board of Adjustment, and such notice period shall run for a period of time of 180 days.

b. Assignment. No assignment of the rights granted by a certificate of appropriateness to demolish shall be permitted.

c. Expiration of approval.

1. In cases where demolition is permitted, the certificate of appropriateness shall be valid for one year from the date of Historic Preservation Commission approval of the application. The one-year period shall not be extended.

2. At the time of issuance of the certificate of appropriateness to demolish, the administrative officer shall designate the period of time (within the one-year approval period) within which demolition must be completed.

d. Approval after change of circumstances. The Commission may, at any time during such notice period, if a significant change in circumstances occurs, approve a certificate of appropriateness to demolish, in which event a permit from the administrative officer shall be issued within 10 days thereafter.

§ 22-122.9 **Violations: Penalties and Injunctive Relief.**

It shall be the duty of all municipal officials reviewing all permit applications involving real property or improvements thereon to determine whether such application involves any activity which should also be the subject of an application for a certificate of appropriateness, and, if it should be, to inform the administrative officer, the applicant, and the Historic Preservation Commission of the same.

§ 22-122.9.1 **Violations.**

a. If any person shall undertake any construction activity on an historic landmark or property located within an historic district without first having obtained a certificate of appropriateness as provided in this article, or where such construction activity is not in compliance with a certificate of appropriateness previously issued, such person shall be deemed to be in violation of this article. Notwithstanding the foregoing, it shall not be a violation of this article in circumstances where the Construction Official has issued a construction permit but has not advised the recipient of the construction permit to have first made application to the Commission.

b. After learning of the violation, the administrative officer shall personally serve a notice describing the violation in detail upon the owner of the lot whereon the violation is occurring.

c. If the owner cannot be personally served within the municipality with said notice, a copy thereof shall be posted on the site in question and a copy shall be sent by certified mail, return receipt requested, to the owner at his or her last known address as it appears on the municipal tax rolls.

d. Within 10 days of receipt of the notice of violation, the violator shall be required to file an application for a certificate of appropriateness in the same manner as prescribed pursuant to Subsection **22-122.6** of this article, and the notice shall advise the violator of such.

e. Upon receipt of the violator's application, the Commission shall conduct a review of the said application and hold a public hearing in the same manner as prescribed for regular applications pursuant to Subsection **22-122.5** of this article.

f. Upon the violator's filing of an application for a certificate of appropriateness, the imposition of all enforcement action on behalf of the Borough shall be stayed until such time as:
  1. The Commission has rendered a decision on the violator's application and the administrative officer has served notice thereof upon the applicant; and
  2. The violation is still deemed to be in existence; and
  3. No further appeal of the decision of the Commission and administrative officer relating to the said application is pending before the Zoning Board of Adjustment or any court; and
  4. All appeal periods relating to the said application have expired.

g. If the Commission grants a certificate of appropriateness to the violator for the unauthorized work, then the violator shall no longer be deemed to be in violation of this article. If the Commission grants a certificate of appropriateness to the violator subject to certain conditions, then the violator shall be deemed to have cured the violation only upon its timely satisfaction of the said conditions in accordance with the requirements of the Commission. If the Commission denies a certificate of appropriateness to the violator for the unauthorized work, then the violation shall still exist, and the violator shall be subject to appropriate enforcement action as prescribed by this article.

h. In the event that the violator fails to file a timely application for a certificate of appropriateness after having been served with a notice of violation as set forth above, or in the event that there is no longer any stay of enforcement activity in effect as set forth above and the violation is still deemed to be in existence, then the administrative officer shall cause to be issued a summons and complaint, returnable in the North Plainfield Municipal Court, charging violation of this article.

i. If a violation involves ongoing unauthorized construction or demolition work, the administrative officer shall immediately issue a stop-construction order in accordance with the Uniform Construction Code, N.J.S.A. 52:27D-119 et seq.

§ 22-122.9.2 **Penalties.**

Any person who commits a violation of this article shall, in the discretion of the Municipal Court Judge, be subject to penalties as follows:

a. For each day up to 10 days: a fine of up to $1,000;

b. For each day between 11 and 25 days: a fine of up to $1,200 per violation or in the maximum amount then in effect pursuant to state statute; and

c. For each day beyond 25 days: imprisonment for a period not to exceed 90 days, a fine pursuant to Subsection **b** above, or both, and/or be required to immediately correct, abate and/or restore the premises or property to its previous condition.

§ 22-122.9.3 **Injunctive Relief.**

In the event that the violation is not abated within 10 days of service or posting on site, whichever is earlier, the administrative officer shall cause to be instituted any appropriate action or proceeding to prevent such unlawful activity, to restrain, correct or abate such violation, to prevent the occupancy of said building, structure or site, or to prevent any illegal act, conduct, business or use in or about such premises as follows:

a. If any person shall undertake any activity requiring a permit, report or certificate of appropriateness of the Commission without first having obtained approval, he or she shall be required to immediately stop the activity, apply for approval and be required to immediately correct, abate and/or restore the premises or property to its previous condition pending such approval. If the work is denied, he or she shall immediately restore the building, structure, object or site to its condition prior to any such activity. The administrative officer is hereby authorized to seek injunctive relief regarding a stop action or restoration in the Superior Court not less than 10 days after the delivery of notice pursuant to Subsection **b** hereof.

b. In the event of the threat of imminent action or demolition for which the necessary approvals have not been granted and which action would permanently and adversely change a landmark or any building, structure, object or site located within a landmark district, the administrative officer is empowered to apply to the Superior Court of New Jersey for injunctive relief as is necessary to prevent such actions.

§ 22-122.10 **Preventive Maintenance; Notice of Violations.**

a. Priority. Recognizing the need for preventive maintenance to ensure the continued useful life of historic buildings, structures, objects and sites, the Borough Council hereby declares that code enforcement for such designated properties is a high municipal priority.

b. Notice of Violation. In the event that any historic landmark or any building, structure, object or site located within an historic district deteriorates to the point that, in the best estimate of the administrative officer, the cost of correcting the outstanding code violations equals more than 25% of the cost of replacing the entire building, structure, object or site on which the violation occurs, the administrative officer shall serve personally or by certified mail, return receipt requested, a notice on the owner of the property listing the violations, the estimate for their abatement and the replacement cost of the improvements and stating that, if the owner does not take all necessary remedial action within 60 days or such extensions as the administrative officer shall grant for good cause, the Borough of North Plainfield's designated official may, at the expiration of said 60 days, enter upon the property and abate such violations and cause the cost thereof to become a lien on the property.

c. Hearing. Upon receipt of such notice, the owner may, within 20 days after such receipt, notify the administrative officer of his or her intentions to have a hearing as to the allegations and estimates set forth in the notice. Such hearing shall be conducted by the Commission and shall, so far as possible, be a formal adversary proceeding in which the administrative officer shall establish the matters alleged in the notice by a preponderance of the evidence. If a hearing is requested, the administrative officer will, within 10 days following the hearing, serve on the owner an opinion, in writing, setting forth his or her conclusions and the reasons therefor.

d. Action Without a Hearing. If the owner does not request a hearing, the findings of the administrative officer set forth in the notice issued in Subsection 22-122.9.3 shall be binding, and the administrative officer may take such necessary action as granted by the provisions of this article.

e. Right of Abatement. If the owner does not comply with the findings of the administrative officer, the administrative officer may enter onto the premises and, by use of municipal labor or outside contractors, or both, perform such work as is necessary to abate all violations.

f. Costs. The administrative officer shall then certify to the Borough Council the cost of such work performed, plus all administrative, clerical, architectural, engineering and legal costs and overhead attributable thereto, and shall present the same to the Borough Council.

g. Lien. The Borough Council may, by resolution, vote to cause the sum so certified to become a lien upon the property, payable with the next quarter's property taxes and, if not then paid, bearing interest at the same rate as delinquent taxes, and/or become subject to tax foreclosure in accordance with the state statutes governing the same.

§ 22-122.11 **Severability; Repealer; Notice; When Effective.**

a. If any section or provision hereof shall be adjudged invalid, such determination shall not affect the other provisions hereof, which shall remain in full force and effect.

b. All ordinances and all provisions thereof inconsistent or conflicting with the provisions of this article are hereby repealed to the extent of such conflict or inconsistency, provided not otherwise required by law.

c. Pursuant to the provisions of N.J.S.A. 40:55D-15, notice of this ordinance has been given by personal service or certified mail to the Municipal Clerk of all adjoining municipalities and by personal service or certified mail to the Somerset County Planning board at least 10 days prior to the date of final hearing.

d. Ordinances or parts of ordinances inconsistent with the provisions of this article are hereby repealed to the extent of any such inconsistencies.

e. The Borough Clerk shall file this article with the Somerset County Planning Board and shall give notice of adoption to all adjoining municipalities as required by law.

f. This article shall take effect after final passage and publication and as provided by law upon notice by personal service or certified mail to the Municipal Clerk of all adjoining municipalities and filing with the Somerset County Planning Board, which will be done within 30 days following the adoption of this article.

Appendix D—Visual Guide to Architectural Styles and Elements

Gothic Revival, ca. 1840 - 1880

Italianate, ca. 1840 - 1880

Queen Anne, 1880 - 1910

Second Empire, 1855 - 1885

Shingle Style, 1880 - 1900

Stick Style, ca. 1860 - 1890

Colonial Revival, 1880 - 1955

American Foursquare, ca. 1900-1920

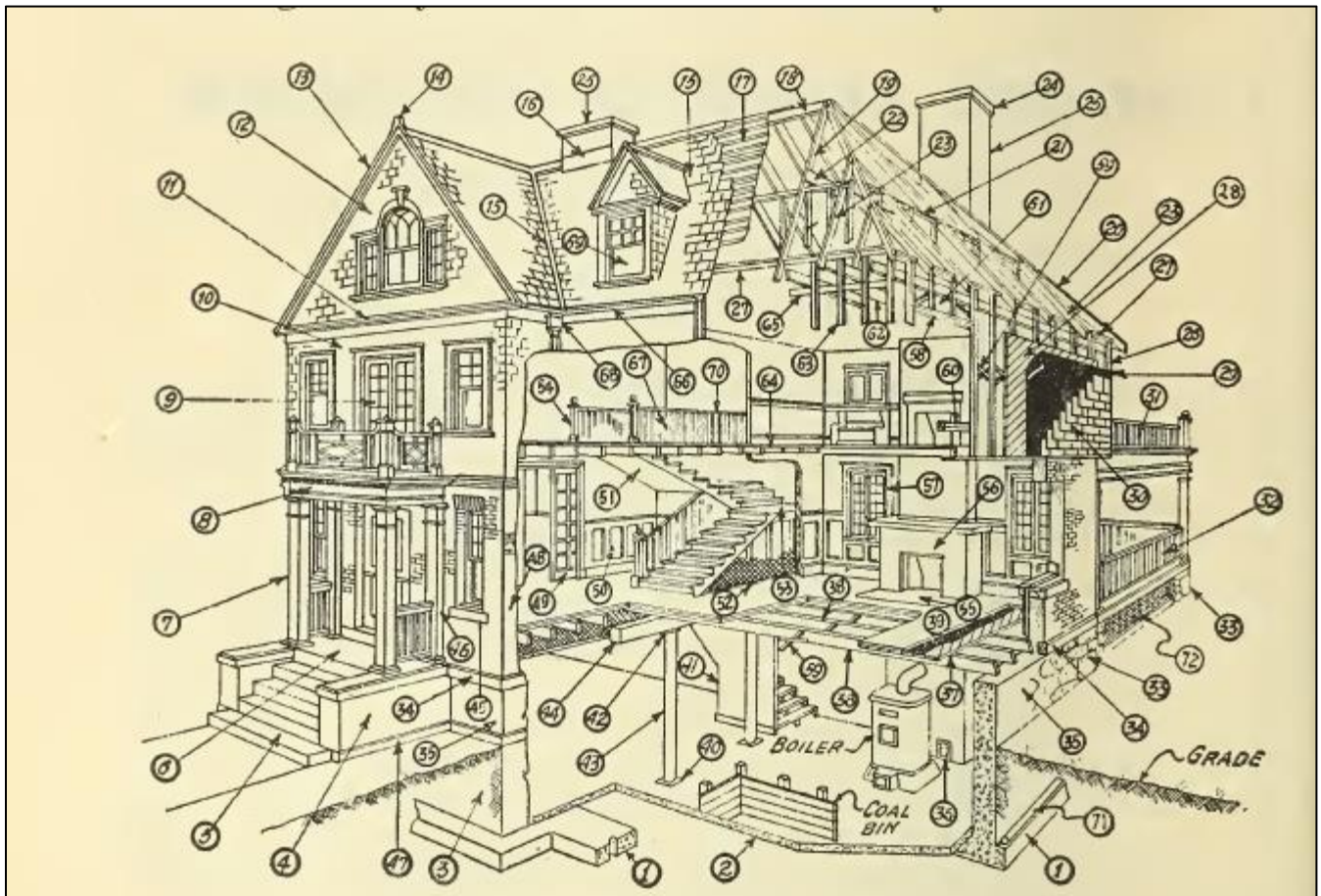


FIGURE 1.—*Essential parts of a house*

1. Footings.
2. Basement floor.
3. Foundation wall.
4. Buttress.
5. Steps.
6. Platform.
7. Porch column.
8. Porch cornice.
9. French doors.
10. Frame wall.
11. Eaves cornice.
12. Gable end.
13. Rake cornice.
14. Finial.
15. Valley.
16. Chimney flashing.
17. Shingle battens.
18. Ridge board.
19. Common rafter.
20. Hip rafter.
21. Purlin.
22. Collar beam.
23. Jack rafter.
24. Chimney cap.
25. Chimney.
26. Corner post.
27. Plate.
28. Diagonal sheathing.
29. Sheathing paper.
30. Shingle.
31. Balcony.
32. Veranda.
33. Piers.
34. Water table.
35. Underpinning.
36. Clean-out door.
37. Subfloor.
38. First-floor joists.
39. Finish floor.
40. Column base.
41. Plaster partition.
42. Column cap.
43. Iron column.
44. Girder.
45. Window sill.
46. Pilaster.
47. Ground course.
48. Brick wall.
49. Sliding door.
50. Wainscoting.
51. Stair soffit.
52. Metal lath.
53. Platform.
54. Newel post.
55. Hearth.
56. Fireplace.
57. Casement window.
58. Rough head.
59. Bridging.
60. Rough sill.
61. Truss over opening.
62. Ceiling joists.
63. Studding.
64. Second-floor joists.
65. Ribbon board.
66. Gutter.
67. Balustrade.
68. Leader head.
69. Dormer window.
70. Handrail.
71. Drain.
72. Lattice.

Essential Parts of a House, in Care and Repair of the House, by Vincent B. Phelan. Published 1931 Washington, D.C. by the U.S. Department of Commerce.

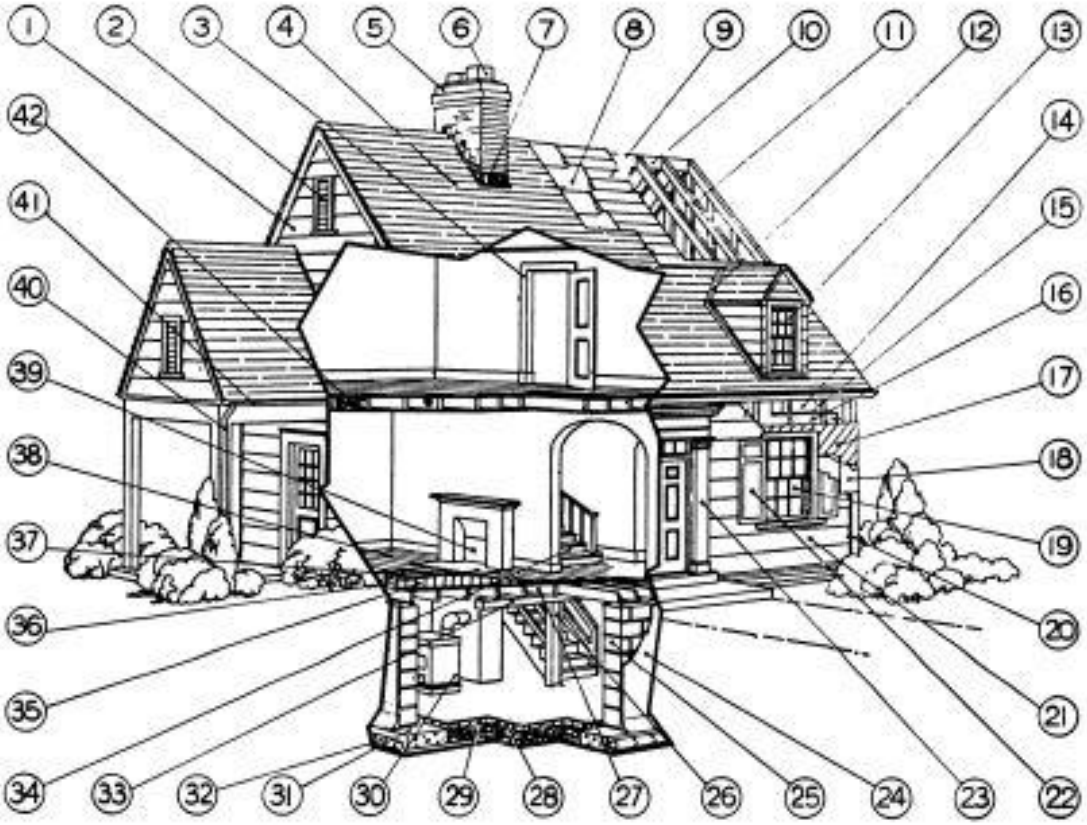
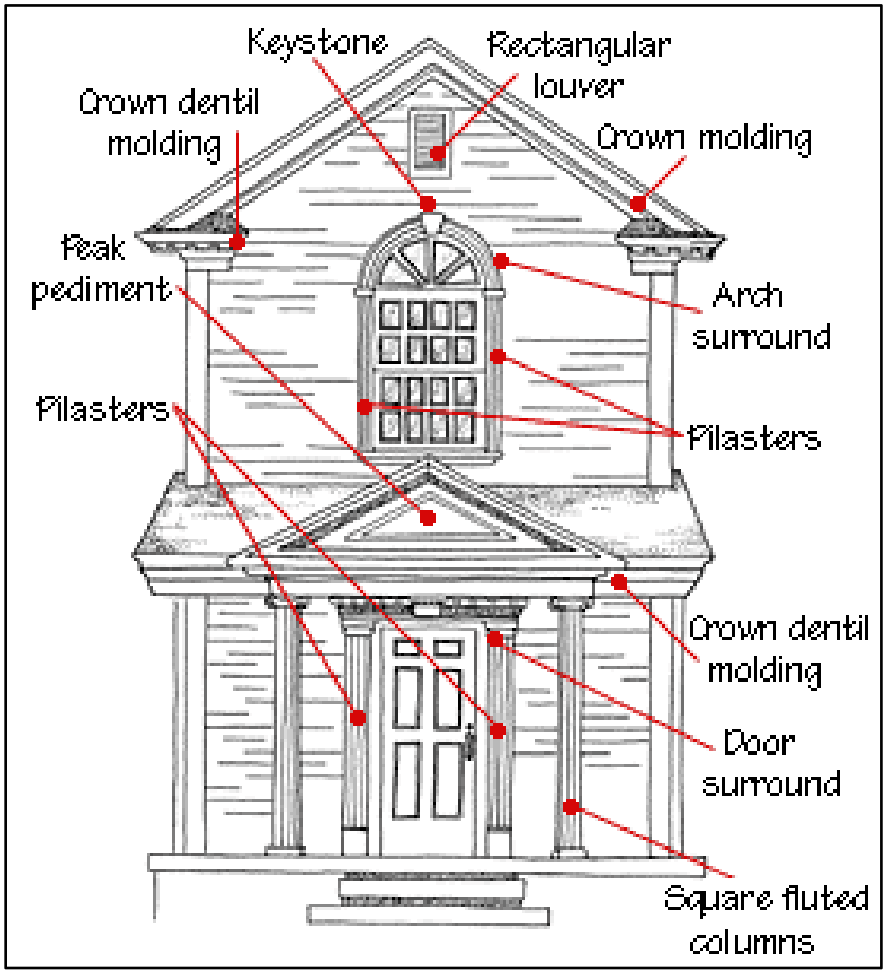


FIGURE 1.—*Essential parts of a house.*

1. Gable end.
2. Louver.
3. Interior trim.
4. Shingles.
5. Chimney cap.
6. Flue linings.
7. Flashing.
8. Roofing felt.
9. Roof sheathing.
10. Ridge board.
11. Rafters.
12. Roof valley.
13. Dormer window.
14. Interior wall finish.
15. Studs.
16. Insulation.
17. Diagonal sheathing.
18. Sheathing paper.
19. Window frame and sash.
20. Corner board.
21. Siding.
22. Shutters.
23. Exterior trim.
24. Waterproofing.
25. Foundation wall.
26. Column.
27. Joists.
28. Basement floor.
29. Gravel fill.
30. Heating plant.
31. Footing.
32. Drain tile.
33. Girder.
34. Stairway.
35. Subfloor.
36. Hearth.
37. Building paper.
38. Finish floor.
39. Fireplace.
40. Downspout.
41. Gutter.
42. Bridging.

Essential Parts of a House, in Care and Repair of the House, by Vincent B. Phelan. Published 1950 Washington, D.C. by the U.S. Department of Commerce.

Exterior Trim Elements



Accessed Online at: https://www.hometips.com/buying-guides/architectural-detailing-millwork-exterior.html.
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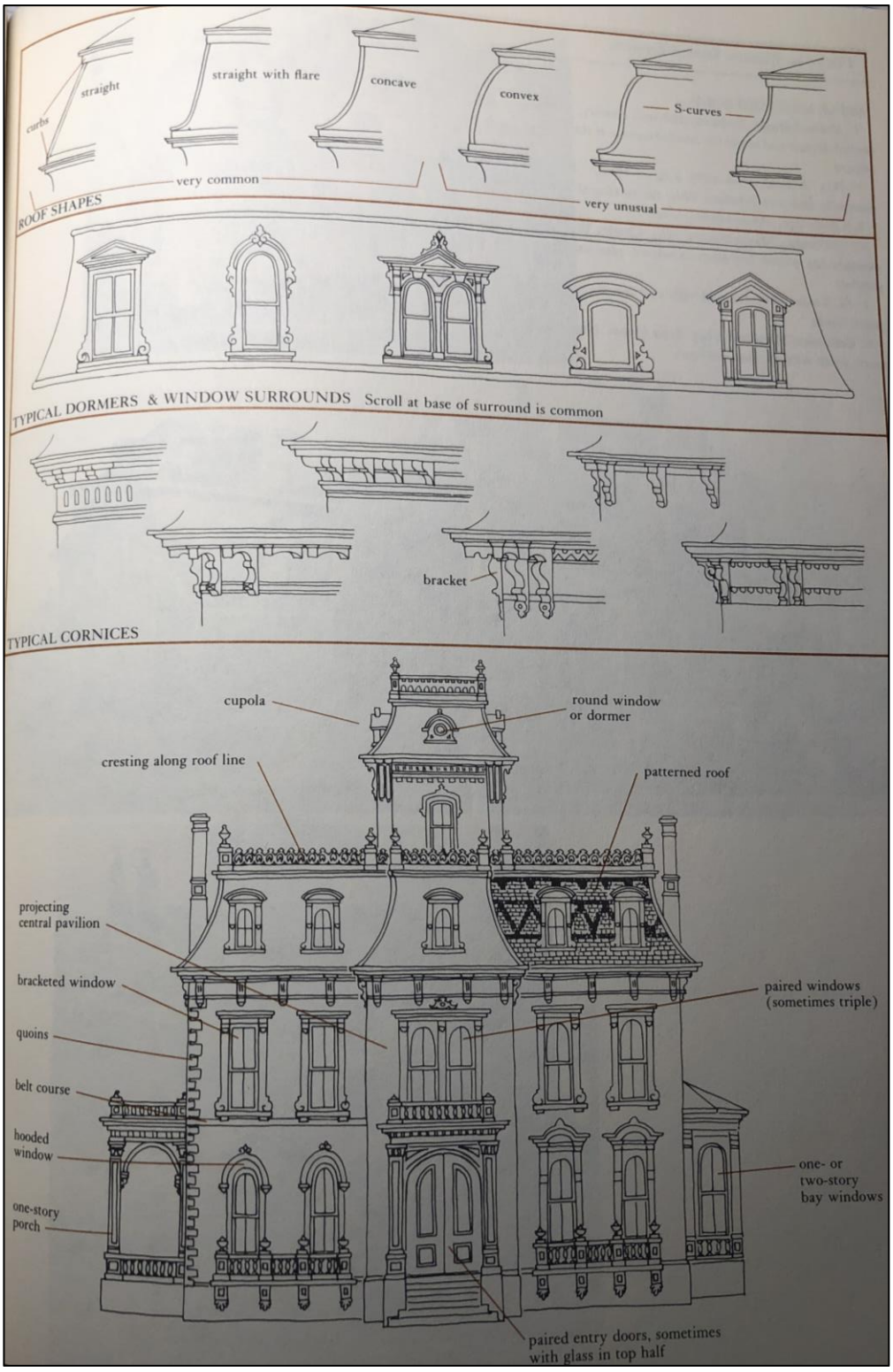
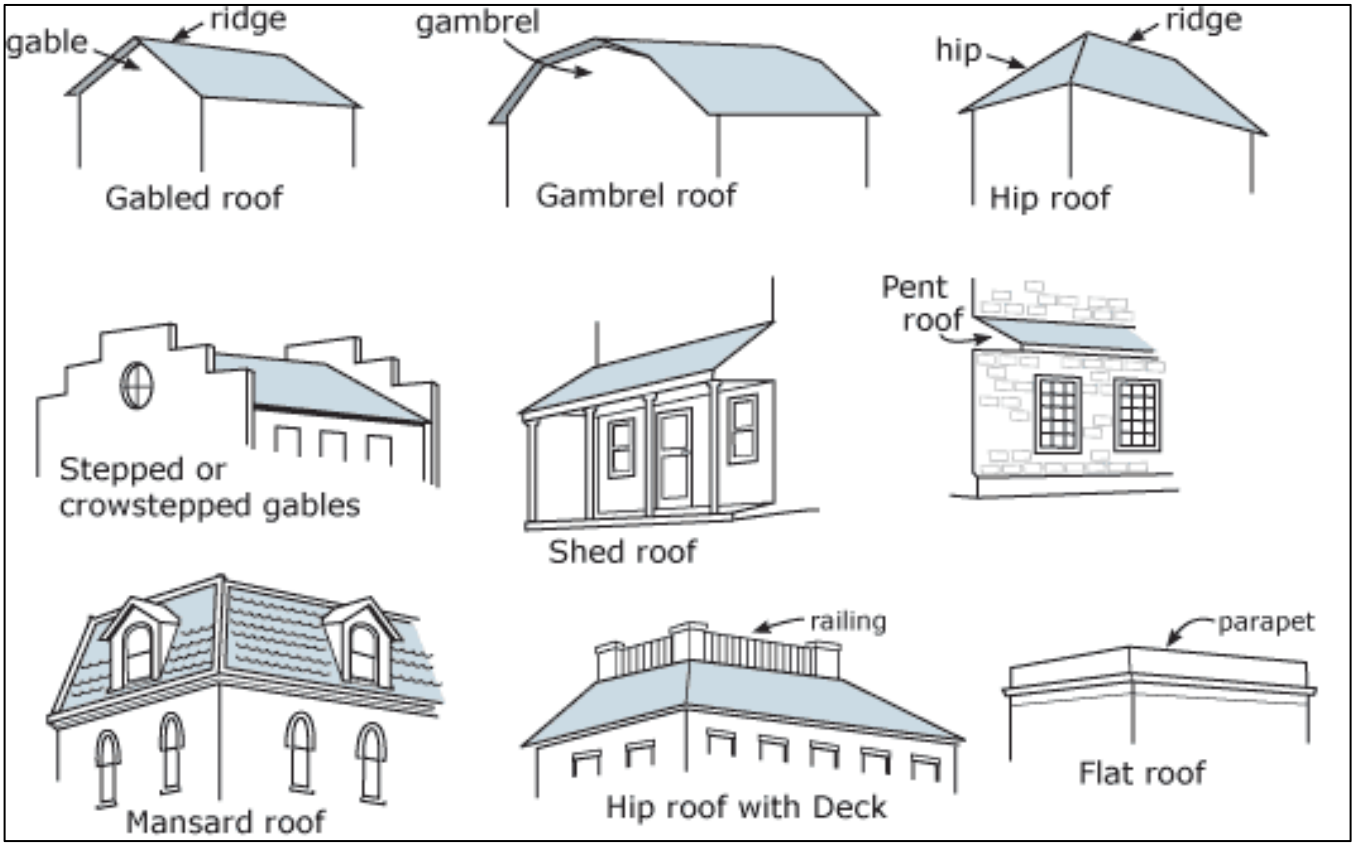


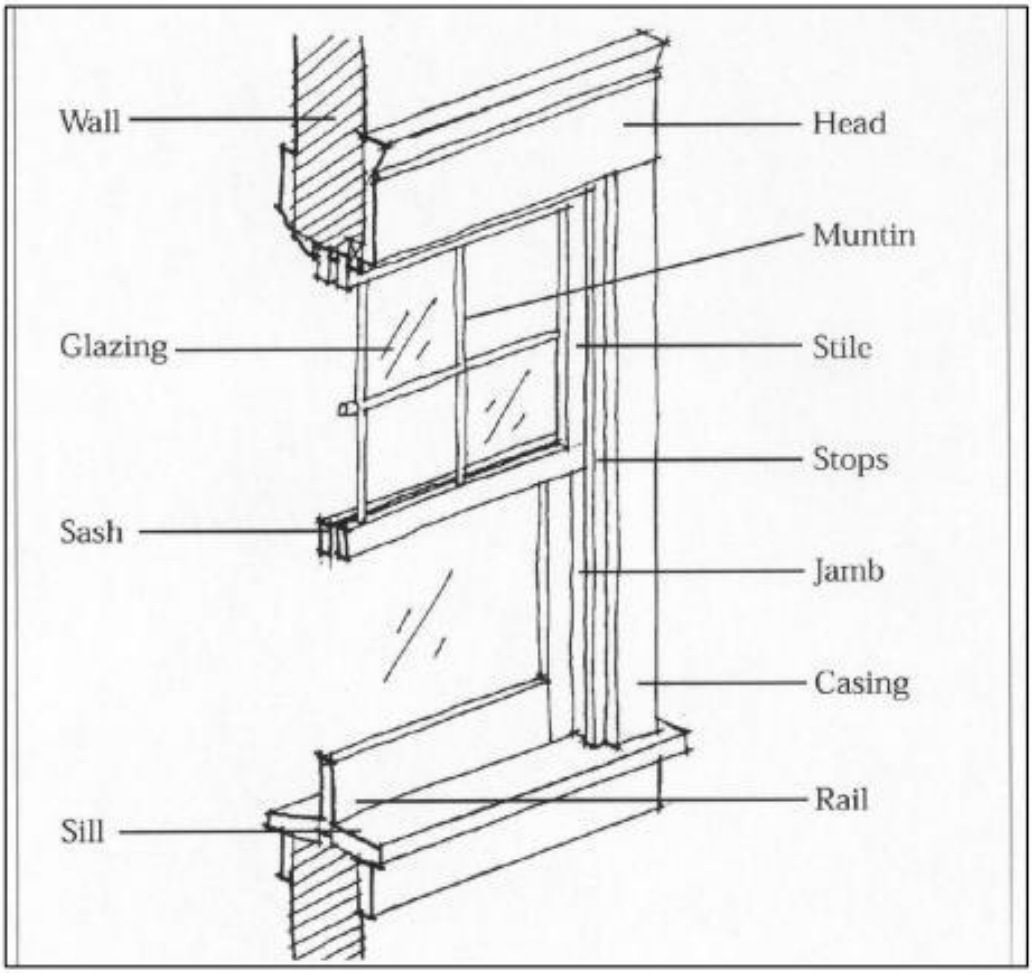
Illustration from A Field Guide to American Houses by Virginia & Lee McAlester showing Victorian Dormer, Cornice, and Decorative Forms.

Common Roof Forms



Accessed online at: http://www.
phmc.state.pa.us/portal/communities
/architecture/resources/dictionary.html

Common Parts of a Window



This illustration shows the basic parts of a historic wood sash window.

Citation Unknown.

Appendix E—Glossary of Terms

ADAPTIVE REUSE—The process of converting a building to a use other than that for which it was designed. Such conversions typically involve some level of change to the interior and/or exterior of a structure.

ADDITION—An extension or increase in the size, floor area or height of any building, structure, site, object or improvement added at some time after the completion of the original.

ADMINISTRATIVE OFFICER—The construction official, zoning officer, and/or code enforcement officer of the borough.

ADOBE BRICKS—Bricks formed out of mud or clay and baked in a kiln or under the sun. Adobe bricks are often bonded together with mud- or lime-mortar joints, and coats of lime-and-sand stucco often cover adobe walls to prevent them from eroding in the rain. The use of adobe bricks dates back to prehistoric times, and continues today. Adobe buildings are particularly common in the southwestern United States, where they are indigenous.

ALTERATION—Any change in the exterior features of any building, structure, site, object or improvement.

APPLICATION—A request to the Commission made pursuant to this article for the purposes of obtaining a Certificate of Appropriateness or other action by the Commission hereunder specified.

APPLICATION FOR DEVELOPMENT—An application to the planning board or the zoning board of adjustment of the Borough of North Plainfield for approval of a major or minor subdivision plat or site plan, planned development, conditional use or zoning variance, or an application for the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure, or of any mining excavation or landfill, or for any use or change in the use of any building or other structure, or of any parcel of land, for which permission may be required pursuant to the Municipal Land Use Law.

ARCADE—A series of arches supported by columns or other vertical elements.

ARCH—A curved or pointed structural element that is supported at its sides.

ARCHITECTURAL REVIEW COMMITTEE (or ARC)—The members of the Commission appointed by the chair at the annual organizational meeting, or from time to time as needed. The ARC shall consist of the Chair and two other members and shall be responsible for reviewing minor applications and applicant exemption requests with the assistance of Commission staff.

ARCHITECTURAL SYMMETRY—A characteristic (particularly of classical architecture) by which the two sides of a facade or architectural floor plan of a building present mirror images of one another.

ARCHWAY—An opening with a curved or pointed top.

BAKE OVEN—An enclosed brick or stone oven built adjacent to a hearth in early Dutch Colonial houses. As a bake oven's walls are made of solid, insulating materials, it can maintain an even temperature for many hours.

BALCONY—A platform that projects from the wall of a building, and which is enclosed on its outer three sides by a balustrade, railing, or parapet.

BALUSTER (BALUSTRADE)—Balusters are sometimes referred to as spindles. They are the vertical members (often decorative) that make up railing on porches and stairways. A balustrade is a railing consisting of a row of balusters supporting a rail.

BARGE BOARDS—The more decorative versions of these are usually found on Folk Victorian or Gothic Revival homes. Barge boards (also called verge boards) are the decorative gingerbread like rafters that decorate the gable ends. On simpler homes, they are merely the plain final rafter that hangs unsupported at the edge of the eave.

BAY—A section of a building distinguished by vertical elements such as columns or pillars. Often, a bay will protrude from the surface of the wall in which it is situated, thus creating a small, nook-like interior space, often of a rectangular or semi-hexagonal outline. See bay window.

BEADBOARD—Ubiquitous on old houses. It is a tongue and groove wood paneling of varying widths. Beadboard wainscoting is very common in period bathrooms. Eaves and soffits are typically built of beadboard. Porch ceilings are another place where this attractive yet utilitarian paneling is commonly found.

BELL ROOF—A roof shaped like a bell, and typically situated on top of a round tower. The bell roof has origins in Normandy, toured extensively by Stanford White, who incorporated bell roofs into many of his Shingle Style houses and buildings.

BELVEDERE—A small, square cupola that functions as a lookout tower, located at the top of a building. Belvederes are characteristic of Italianate houses.

BOARD-AND-BATTEN—A wooden siding treatment in which wide, vertically oriented boards are separated by narrower strips of wood called "battens," which form the joints between the boards. This is a technique common to American folk architecture.

BOUSILLAGE—A form of plaster made of mud, clay and moss used in poteaux-en-terre construction in French Colonial architecture, particularly in Louisiana.

BRACE—A reinforcing and/or stabilizing element of an architectural frame.

BRACKET—A projection from a vertical surface that provides structural and/or visual support for overhanging elements such as cornices, balconies, and eaves.

BUILDING—Any man-made structure created principally to shelter any form of human activity as well as its functionally related appurtenances such as a house and a barn.

CENTRAL HALLWAY—A passageway that cuts through the center of a building, from front to back, and off of which rooms open to the sides.

CERTIFICATE OF APPROPRIATENESS (or CA)—The document issued by the Commission which is required before any work may be commenced on any historic landmark or any building, structure, site, object or improvement located within an historic district.

CERTIFICATION OF ELIGIBILITY (or COE)—A Certification of Eligibility is issued by the New Jersey State Historic Preservation Officer. For properties not already listed on the New Jersey Register of Historic Places, a COE satisfies a prerequisite to apply for funds from the New Jersey Historic Trust, as well as several county preservation funding programs.

CHALET—A timber dwelling, cottage, or lodge with a gable roof and wide eaves, indigenous to the Swiss Alps, but now found worldwide.

CHEVRON—A design that incorporates a pointed shape similar to an accent mark, common to Art Deco architecture.

CHIMNEY STACKS AND BUNDLES—Chimney flues visible from the exterior of a house, and sometimes very decorative.

CLAPBOARD—Long, wide wooden boards of horizontal siding that are installed in an overlapping fashion that creates an excellent protection against rain and weather.

CLASSICAL ARCHITECTURE—Architecture modeled after the buildings of ancient Greece and Rome.

CLASSICAL FIGURATIVE STATUARY—Statues of men and women dressed in ancient Grecian or Roman attire.

COLONIAL KITCHEN—In the late 19th- and early 20th-centuries, a kitchen inspired by the kitchens of Colonial America. A colonial kitchen is usually large, with a wide, open hearth, and contains no modern conveniences (or else contains modern conveniences contrived to look pre-modern). Colonial revivalists of the late 19th- and early 20th-centuries looked back upon colonial dwellings, especially colonial kitchens, with nostalgia for earlier, pre-industrial times. The colonial kitchen display of the World's Columbian Exposition of 1893 in Chicago was exceedingly popular amongst Colonial Revival enthusiasts.

COLONNADE—A range of columns that supports a string of continuous arches or a horizontal entablature.

COLUMN—A supporting pillar consisting of a base, a cylindrical shaft, and a capital on top of the shaft. Columns may be plain or ornamental.

COMMISSION —The Historic Preservation Commission established pursuant to the provisions of the borough ordinances.

COMPOSITE ORDER—See Corinthian Order.

CONE-SHAPED ROOF—A roof shaped like a cone.

CONSERVATION—Planned management of a natural, historic, scenic, or cultural resource to prevent exploitation, destruction, or neglect.

CONSTRUCTION OFFICIAL—The officer in charge of granting building or construction permits in the borough.

CONTRIBUTING—Any buildings, structures, sites, objects or improvements which are integral components of an historic district either because they date from a time period which makes them historically significant or because they represent an architectural type, period or method which is historically significant.

CORBEL—A decorative bracket (sometimes very large) that was used to support other building elements.

CORINTHIAN ORDER—A variation of the Ionic order, and the youngest (dating from the 4th century B.C.E.) of the three basic orders of classical Greek architecture (the others being the Doric and the Ionic orders). The Corinthian column was the showiest of the three basic columns, with a tall acanthus leaf capital, a molded base, and a slender, fluted shaft. The Corinthian order was utilized in ancient Greece almost exclusively for temple interiors, but became very prominent in ancient Rome, due to the ancient Romans' taste for excessive ornamentation, particularly in architecture. Ever the imitators, but rarely the inventors, the ancient Romans grafted the volute scrolls of the Ionic order onto the capitals of the Corinthian order to result in the Composite Order.

CORNICE—An exterior crowning projection often with molding or other classical detail, typically located just underneath the roof line. Sometimes very simple and other times, like in the case of Italianate homes, very ornate.

CORNICE MOLDING—A decorative strip of wood running just below the eaves of a building. A cornice molding is a cross between a cornice and a molding – a cornice is a crowning projection at a roof line, while a molding is a decorative strip of wood.

COURTYARD—An open space, usually open to the sky, enclosed by a building, often with an arcade or colonnade.

COVENANT—Voluntary legal agreements made between a property owner and a qualified organization to protect a significant historic property, landscape, or archeological site by restricting future development of the property, or by ensuring the maintenance and preservation of the architectural and historical characteristics of the resource. Unlike easements, covenants do not convey a real estate interest in a property. Covenants may be made for a specific period of time, or may be held in perpetuity.

CRENELLATION—A sequence of alternating raised and lowered wall sections at the top of a high exterior wall or parapet. Crenellations were originally employed for defensive purposes (one could hide behind a raised wall section, while shooting down at enemies from over a lowered wall section), but were later used for decoration. Also known as a battlement.

CUPOLA—A small dome, or hexagonal or octagonal tower, located at the top of a building. A cupola is sometimes topped with a lantern. A belvedere is a square-shaped cupola.

CURLICUE—A spiral or looping line.

DECORATIVE MOTIF—A repeated pattern, image, idea, or theme. In classical architecture, series of urns and continuous or repeated swags of garlands are common decorative motifs.

DEMOLITION—The partial or total razing, dismantling or destruction, whether entirely or in significant part, of any building, structure, site, object or improvement. Demolition includes the removal of a building, structure, site, object or improvement from its location or the removal or destruction of its facade or surface.

DENTILS—Small rectangular blocks that, when placed together in a row abutting a molding, suggest a row of teeth. The dentil is a small piece of trim (typical in Greek Revival homes) that resembles a line of teeth often found as a part of complex cornices.

DESIGNATED HISTORIC LANDMARK OR HISTORIC DISTRICT—An individual building, structure, site, object, landscape, park, viewshed, improvement or district which has been determined to have historical significance pursuant to the provisions of this article.

DETERMINATION OF ELIGIBILITY (or DOE)—An action through which the eligibility of a property for National Register listing is decided but the property is not actually listed; nominating authorities and Federal agency officials commonly request determinations of eligibility for Federal planning purposes and in cases where a private owner has objected to National Register listing. A DOE is issued by the Keeper of the National Register, National Park Service, Department of Interior. It is a formal certification that a property is eligible for registration.

DORIC ORDER—The oldest (dating to the 6th-century B.C.E.) and plainest of the three basic orders of classical Greek architecture (the others being the Ionic and the Corinthian orders). In ancient Greece, the Doric order was the masculine, and the most preferred, order. A Doric column is stout, with a fluted shaft (ideally, with 20 flutes), a plain capital, and no base. In ancient Rome, the Doric order was often replaced with the "Tuscan" order

indigenous to the Italian peninsula; it consisted of an unfluted shaft, a simply molded capital, and a base.

DORMER—A bump-out or place where the roof is interrupted by a building element that has a roofline of its own. Dormers contain a window and serve to add light and extra headroom to cramped attics. They are defined by the type of roofline they have (i.e.. shed dormer, gable dormer, etc.)

DOUBLE DOORS—Two adjacent doors that share the same door frame, and between which there is no separating vertical member. Double doors are often referred to as "French doors", due to their preponderance in French architecture.

EASEMENT—A less-than-fee interest in real property acquired through donation or purchase and carried out through a voluntary legal agreement between two (2) parties which restricts certain changes to and/or development of a property in order to protect important open spaces, building facades, and interiors. Easements involving preservation are generally called 'conservation easements,' and are typically in perpetuity.

EAVES—The projecting edge of a roof that overhangs an exterior wall to protect it from the rain.

ECLECTICSM—A mixing of various architectural styles and ornamentation of the past and present, including ornamentation from Asia. Eclecticism in architecture was very popular in both Victorian England and in the United States during the second half of the 19th century.

ELIZABETHAN ARCHITECTURE—Architecture constructed in England during the reign of Queen Elizabeth I (1558-1603); Elizabethan architecture followed Tudor architecture, and preceded Jacobean architecture. Elizabethan architecture resulted from the English debut of French and Italian Renaissance architecture, whose classical order and symmetry transformed the asymmetrical and rambling medieval English castle. Elizabethan architecture was revived in the United States in the early 20th century.

EMERGENCY REPAIRS—Immediate repairs to preserve the continued habitability and/or the health and safety of occupants or others, performed in accordance with Borough codes without first obtaining a Certificate of Appropriateness. A consultation with the Commission or its staff is still required.

ENABLING LEGISLATION—Federal or State laws that authorize governing bodies within their jurisdictions to enact particular measures or delegate powers, such as enactment of local landmarks, historic district ordinances, historic overlays, zoning and taxation.

EXEMPTION—When a property owner, designer or contractor (a) requests permission to make repairs or alter building components, for reasons sufficiently emergent that they cannot wait for the next available meeting, or (b) requests permission to make ordinary maintenance and repairs, construction field changes or install materials which are replacements for materials and features already present, and are sufficiently similar or "in-kind", being "like for like", to obviate the need for a CA hearing.

EXPOSED RAFTERS—Rafters that are exposed to the outside of a building. Rafters are the inclined, sloping framing members of a roof, and to which the roof covering is affixed.

FAÇADE—the face or front of a structure or any vertical surface thereof adjacent to a public way. An exterior wall, or face, of a building. The front facade of a building contains the

building's main entrance, the rear facade is the building's rear exterior wall, and the side facades are a building's side exterior walls.

FENESTRATION—The visual arrangement of windows and doors on the elevations or facades of a building.

FIREPLACE SURROUND—A molding about a fireplace, often highly decorated.

FLARED ROOF—A roof with a bell-shaped profile. It is sloped with concave curves at the top, and with convex curves at the bottom.

FLOOR PLAN—The arrangement of rooms in a building.

FLUTING—Shallow, vertical grooves in the shaft of a column or pilaster.

FREE-FLOWING FLOOR PLAN—A floor plan in which there are no (or few) hallways, and rooms open directly onto one another, often through wide doorways. Sliding doors are popular in such a plan, as are central living rooms. The free-flowing floor plans of the Shingle and Prairie Styles are precursors to the modern floor plans of the 1930s onward, which emphasize a great deal of open space.

FRENCH BAROQUE ARCHITECTURE—A form of Baroque architecture that evolved in France during the reigns of Louis XIII (1610-43), Louis XIV (1643-1714), and Louis XV (1714-74). French Baroque architecture melded traditional French architectural forms (such as steep roofs and irregular rooflines) with classical Italian elements (such as columns, porticos, and segmental pediments), and greatly influenced the non-religious architecture of 18th-century Europe.

FRENCH DOORS—Two adjacent doors that share the same door frame, and between which there is no separating vertical member. French doors are often referred to as "double doors."

FRIEZE—A band of richly sculpted ornamentation on a building.

GABLE ROOF—A roof with two slopes – front and rear– joining at a single ridge line parallel to the entrance façade. When the ridge line of a gable-roofed house is perpendicular to the street, the roof is said to be a "gable-end roof." This is the most common and simple roofline in architecture. The traditional top half of a triangle or peaked roof that appears on most homes.

GALLERIE—A wide, wrap-around covered porch lined with columns on one side, and common to French Colonial architecture of Louisiana. A gallerie connects interior rooms together, much like a hallway.

GAMBREL ROOF—A ridged roof with two slopes at each side, the lower slopes being steeper than the upper slopes.

GINGERBREAD—Wooden architectural ornament popular with American folk houses in the late-19th and early 20th centuries, particularly in the Stick Style. Gingerbreading often took the form of scalloped or zig-zag-edged clapboards, which were often painted in contrasting colors. At times, gingerbreading could be superfluous and almost gaudy, with excessive frills and curlicues. The widespread use in the mid-19th century of the jigsaw – a hand tool consisting of a handle attached to a small, thin blade – made gingerbread decorations readily available to home builders.

GRILLES—Ventilation panels, often highly decorative.

HALF-TIMBERING—A timber framework of Medieval European derivative whose timbers are in-filled with masonry or plaster. Often seen in Tudor-Revival architecture.

HANSEL-AND-GRETEL HOUSE—A house associated with fairy tales of Germanic origin. The story of Hansel and Gretel is a fairy tale in which two children lost in a forest come upon a gingerbread house trimmed with candy, but which is presided over by a child-eating witch.

HARDWARE—The metal fittings of a building, such as locks, latches, hinges, handles, and knobs.

HERCULANEUM AND POMPEII—Ancient Roman cities buried by volcanic rock with the eruption of Mt. Vesuvius in 79 A.D. Discovered by excavation in 1748, they provided much insight into the life, times, and architecture of the ancient Romans of the 1st century. The architecture, interior decoration and regal colors ("Pompeian red," in particular) of these ancient cities influenced the Federal Style of the early 19th century.

HERITAGE PRESERVATION—Heritage preservation includes evaluation, recordation, documentation, curation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, research, interpretation, conservation, and education and training pertaining to heritage resources.

HERITAGE RESOURCE—A site, area, or activity of cultural, historic, architectural, or archaeological importance, including geographic areas that show a particular culture group's effects on the built environment. "Heritage" is more inclusive than the National Register's process of determining historic significance and can include traditional activities and oral histories that are intangible, and also resources that are less than 50 years in age, the typical cut off for the National Register.

HERITAGE / HISTORIC RESOURCES SURVEY—Heritage or Historic Resources Surveys are frequently broken down into two basic types:

Windshield or Reconnaissance Survey—Preliminary survey to gather general information about the number, type, location, and condition of potential heritage/historic resources within an area.

Intensive-Level Survey—A detailed survey that provides specific information about both the physical and historic aspects of all identified heritage/historic resources. This information is often considered necessary as the basis for a well-founded municipal heritage preservation program.

HIPPED ROOF—A roof with four sloped sides. The sides meet at a ridge at the center of the roof. Two of the sides are trapezoidal in shape, while the remaining two sides are triangular, and thus meet the ridge at its end-points.

HISTORIC/HISTORIC SIGNIFICANCE—Evaluated as being significant or important in history, based on the resource's relation to the history, architecture, archaeology, engineering, or culture of a community, state, or nation. "Historic" or "historic significance" may be defined more narrowly by specific agencies and programs. The most well-known of these narrower meanings may be the one used by the National Register for Historic Places in determining eligible properties.

HISTORICAL—Of, relating to, or having the character of history.

HISTORIC DISTRICT—A significant concentration, linkage or continuity of buildings, structures, sites, objects or improvements united historically by plan or physical development which qualifies for designation under section 122.4 of this article including the "Washington Park Historic District," consisting of those properties, or parts thereof, pursuant to

Ordinances 1#679, s9-2301; Ord. #679-R-88-19, S1 and are depicted and described in the Appendix. The significance of an historic district may be recognized through listing on a local, state, or national register and may be protected legally through enactment of a local historic district ordinance.

Historic District (National Register)—An historic district, as described above, that meets the criteria for inclusion in the National Register of Historic Places. This designation is obtained through a nomination process. There are no regulations associated with listing on the National Register.

Historic District (Locally Regulated)—An historic district in New Jersey, as described above, that has an Historic Preservation Commission (HPC) that regulates changes to buildings within the district. Such regulations are enabled under the Municipal Land Use Law (MLUL) and are enacted in a stand-alone ordinance administered by the municipality.

Historic Overlay District—A geographic area, usually a municipality or a portion of a municipality, in which an overlay district has been established under the Municipal Land Use Law for the purpose of imposing regulations on those buildings classified as historic. Such regulations are contained in the zoning ordinance and administered by the zoning officer.

HISTORIC DISTRICT RESOURCES—Those resources classified as either key, contributing or noncontributing, which are defined as follows:

a. Key shall mean any buildings, structures, sites, objects or improvements which, due to their significance, would individually qualify for historic landmark status;

b. Contributing shall mean any buildings, structures, sites, objects or improvements on the site which are integral components either because they date from a time period which makes them historically significant or because they represent an architectural type, period or method which is historically significant; and

c. Noncontributing shall mean any building, structure, site, object or improvement on the site which do not have significant historical value because they neither date from a time period nor represent an architectural type, period or method which is historically significant.

HISTORIC LANDMARK—Any building, structure, site, object or improvement which qualifies for designation under section 122.4 of the borough ordinance.

HISTORIC LANDSCAPE—An area which has had associated with it an event or series of events of historical note. An historic landscape may also be the visual perception of a particular period of civilization, a way of life, or a pattern of living.

HISTORIC SITE—Any building, structure, site, landscape, object or improvement determined to be of historical, archeological, cultural, scenic or architectural significance in accordance with the provisions of this article.

HOOD MOLDING—A molding that projects above a door, window, or archway to throw off rain. A hood molding is also referred to as a “drip molding.”

IMPROVEMENT—A building or other structure, or any work constituting a manmade alteration of, or addition to, any building, structure, site or object.

INCISED LINEAR SHAPES—Shapes demarcated upon masonry by scored lines.

IN-KIND—Construction or construction materials that match construction or construction materials being replaced on a designated structure or object, thereby maintaining historic composition, design, color, texture and other visual qualities.

INTEGRITY—Authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic or prehistoric period. Historic integrity is a composite of seven (7) qualities: location, design, setting, materials, workmanship, feeling, and association. All seven (7) Qualities do not need to be present. Historic integrity enables a property to illustrate significant aspects of the past.

INTERESTED PARTY—Any person whose right to use, acquire or enjoy property is affected by any action taken under this article, or whose rights to use, acquire or enjoy property under this article or under any other law of this State or of the United States have been denied, violated or infringed by an action or a failure to act under this article.

INTERPRETATION—The educational methods by which the history and meaning of historic sites, buildings, objects, districts, and structures are explained by use of docents, leaflets, tape recordings, signs, film and other means.

INTRUSIONS—Any buildings, structures, sites, objects or improvements in an historic district which date from a later period and do not visually contribute to the cohesiveness of the district's streetscapes.

INVENTORY—A list of historic properties determined to meet criteria of significance specified herein.

IONIC ORDER—The second-oldest (mid-6th – 5th century B.C.E.) of the three basic orders of classical Greek architecture (the others being the Doric and the Corinthian orders). In ancient Greece, the Ionic order was the feminine order, and the most appropriate for temples constructed in homage to goddesses. In ancient Rome, the Ionic order was much more prominently utilized than the Doric order. An Ionic column is tall and slender, with a fluted shaft of 24 flutes, a capital with prominent volute scrolls, and an elegantly molded base.

JACK ARCH—A structural element that provides support over an opening in a masonry wall (i.e., made of brick or stone). Jack arches are not actually arch-shaped, but are, instead, flat, and made of individual wedge-shaped bricks or stones held in place through compression.

JACOBEAN ARCHITECTURE—Architecture constructed in England during the reigns of James I, Charles I, Charles II, and James II (1603-1688); Jacobean architecture followed Elizabethan architecture, and preceded the English Renaissance architecture of Inigo Jones. Jacobean architecture made use of many classical elements, such as columns, pilasters, and arcades, but it did so in a free and fanciful manner, rather than according to strict classical tradition. Jacobean architecture was revived in the United States the early 20th century.

JETTIED STORY—An upper story of a building that projects out over the story beneath it, common in Colonial American architecture.

JIGSAW—A saw with a small, thin blade used for cutting curves and curlicues in wooden boards. See gingerbreading.

JOINERY—Woodworking joints in carpentry.

KEY-CONTRIBUTING—Any buildings, structures, sites, objects or improvements in an historic district which, due to their extraordinary significance, would individually qualify for historic landmark status.

LANDSCAPE—The visual character of the land, including but not limited to architecture, building setbacks and height, fences, hedgerows, plantings, lawns trees as well as man-made features including, but not limited to, sculptures, patterned walks, fountains, reflecting pools and vistas.

LATH—Thin wooden strips nailed horizontally to studs with small spaces between them to provide the base and holding power for plaster to be installed upon.

LATTICE-WORK—A wooden grid of boards overlaid atop an exterior surface. See stick-work.

LEVELS OF SIGNIFICANCE—In the nominating process for the National Register of Historic Places, historic resources are deemed significant within historic contexts based on geographical scales: local, State, and national. Resources may be significant within one (1) or more contexts at each geographical level.

Local Significance—Importance of a resource to the history of its immediate community, such as a town, city, county, cultural area, or region.

State Significance—Importance of a resource to the history of the State as a whole, demonstrated by the Statewide impact of events or persons associated with the property, its architectural type or style, or information potential.

National Significance—Importance of a resource to the history of the nation and its territories as a whole, demonstrated by the nationwide impact of events or persons associated with the property, its architectural type or style, or information potential. It must be of exceptional value in representing or illustrating an important theme in the history of the nation.

LOCAL CERTIFIED HISTORIC DISTRICT—Although not necessarily listed in the Registers, Local Certified Historic Districts have been recognized by the National Park Service as 1) meeting the criteria for registration, and 2) governed by a state or local statute or ordinance that protects the historic resources of the district.

LOCAL GOVERNMENT—A city, county, township, or borough.

LOT—Any designated parcel, tract, or area of land established by a plat or otherwise, as permitted by law and to be used, developed, or built upon as a unit.

MANSARD ROOF—A four-sided hipped roof featuring two slopes on each side, the lower slopes being very steep, almost vertical, and the upper slopes sometimes being so horizontal that they are not visible from the ground. The Mansard roof was named after the French 17th-century architect Francois Mansart (1598-1666), who popularized the form.

MASONRY—Being of stone, brick, or concrete.

MASTER PLAN—The master plan of the Borough of North Plainfield, as amended from time to time, compiled pursuant to the Municipal Land Use Law.

MINOR APPLICATION—An Application for a Certificate of Appropriateness which:

a) Does not involve demolition, relocation or removal of an historic landmark or a key or contributing resource in an historic district;

b) Does not involve an addition to an historic landmark or a property in an historic district or new construction in an historic district;

c) Is a request for approval of windows, doors, roofing, fences, signs, awnings, porches, railings, steps, materials, finishes, exterior lighting, solar panels, communication devices, sidewalks, paving, or streetscape work and any other work subject to public view which will not substantially affect the architectural characteristics of the historic landmark or the historic district; or

d) Is a request for a construction field change for a Certificate of Appropriateness which has already been issued and which meets the criteria of paragraph c. above.

MOLDING—A decorative strip of wood.

MORTISE LOCK —Old doors typically have locksets that are mortised into the door itself. A chunk of the door the size of the lock is dug out to provide for the lock to be nestled inside the door itself.

MULTIPLE PROPERTRY DOCUMENTATION FORM (or MPDF)—The core of a Multiple Property Submission, the format currently used to register groups of properties that are related by historical association or theme, but are not contiguous and need not be nominated all at the same time. A Multiple Property Documentation Form contains the historic contexts, and the background historical, geographical, and architectural information about the group of properties being nominated, and is accompanied by one or more Registration Forms that describe specific properties. Together, the MPDF and its associated Registration Forms comprise a Multiple Property Submission.

MULTIPLE PROPERTY SUBMISSION (or MPS)—The current format for nominating groups of properties related by historical association or theme, but which are not contiguous and need not be nominated all at the same time. In 1986, this format replaced the previously used Thematic and Multiple Resource Area (TRA/MRA) formats. A MPS consists of a Multiple Property Documentation Form and its associated Registration Forms. In the following lists, properties registered as part of a Multiple Property Submission indicate the name of the MPS of which it was a part.

MULTIPLE RESOURCE AREA (or MRA)—A format used in the 1980s to register groups of properties related by historical association or theme. This format was replaced by the MPS in 1986.

MUNICIPAL LAND USE LAW—The Municipal Land Use Law of the State of New Jersey, P.L. 1975, c. 291 (N.J.S.A. 40:55D-1, et seq.), as amended from time to time.

NATIONAL HISTORIC LANDMARK (or NHL)—National Historic Landmark refers to a designation by the National Park Service that a property has national significance. Properties designated NHLs are automatically listed in the National Register.

NATIONAL HISTORIC PRESERVATION ACT, 1966 (or NHPA)—This Act established a strong legal basis for preservation of resources through a framework of measures to be used at the Federal, State, and local levels including expansion of the National Register, creation of historic preservation standards, creation of the Advisory Council on Historic Preservation, review of the effects of Federal projects (Section 106), funding for the National Trust, and creation of the State Historic Preservation Offices.

NATIONAL REGISTER CRITERIA—The established criteria for evaluating the eligibility of properties for inclusion in the National Register of Historic Places, as set forth in 36 C.F.R. 60.4, et seq.

NATIONAL REGISTER OF HISTORIC PLACES—Official Federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering and culture. The National Register is maintained by the National Park Service with assistance from New Jersey Historic Preservation Office. An NR abbreviation indicates that a property is listed on the National Register of Historic Places.

NR REFERENCE #—This number is provided for properties which have been included in the National Register Information System (NRIS) database, which is available online from the National Park Service.

NON-CONTRIBUTING—Any buildings, structures, sites, objects or improvements in an historic district which does not have significant historical value because they neither date from a period of significance nor represent an architectural type, period or method which is historically significant, or due to alterations, disturbances, additions, or other changes, no longer possess historic integrity reflecting their character at that time or are incapable of yielding important information about the period.

OBJECT—A term to distinguish from buildings and structures those constructions or features that are primarily artistic in nature or are relatively small in scale and simply constructed. Examples include, but are not limited to, fountains, sculptures, statuary and similar items. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment.

OGEE ARCH—An arch consisting of two opposing "S"-curves meeting in a point at the apex. An "S"-curve is itself made up of two curves: a concave curve in its lower half, and a convex curve in its upper half.

ORDER—A classical style of architecture. The three primary orders, used in Ancient Greece and Ancient Rome, are, chronologically: the Doric order, the Ionic order, and the Corinthian order.

ORDINARY MAINTENANCE AND REPAIR—The repair of any deterioration, wear or damage to a structure or any part thereof in order to return the same as nearly as practicable to its condition prior to the occurrence of such deterioration, wear, or damage with in-kind material and quality workmanship.

OVER-HANGING RAFTERS—Rafters that extend beyond the eaves of a roof. Rafters are the inclined, sloping framing members of a roof, to which the roof covering is affixed.

OWNER —The owner of record as shown on the current tax list of the borough tax collector; the mortgage holder of record, if any, as shown in the mortgage records of the borough; and any purchaser under a land contract.

PAGODA—A tiered tower with multiple roof layers, constructed about a central axis pole. Indigenous to Asia (particularly to China, Japan, and Korea), and typically located there within Buddhist temple precincts, pagodas were built as decorative garden structures in the United States and Europe during the 18th and 19th centuries, when exoticism in architectural ornament was highly fashionable. See eclecticism.

PALAZZO (pl. PALLAZI)—The Italian word for "palace."

PANEL—A smooth surface, usually rectangular (or sometimes circular) in shape and framed by a molding, and often featuring decorative, sculptural carving.

PARAPET—A low wall, located at the top of any sudden drop, such as at the top of the facade of a building.

PARTHENON—One of the most iconic buildings of the classical world, erected in Athens around 440 B.C.E. The Parthenon temple was built in honor of the Greek goddess Athena; it was ringed with 46 columns, and crowned by two pediments containing a wealth of sculptural detail. Its stonework was originally brightly colored, but its paint has long since worn away. A large gilt statue of Athena once stood inside the temple.

PATIO—Similar to a terrace, a patio is an outdoor extension of a building, situated above the ground level, and open to the sky. Colloquially, a patio is a more informal space than a terrace.

PAVILION—A small but prominent portion of a building that juts out from a main building, either above its roof line, or to the side, and which is identified by a unique (usually diminutive) height and individual roof type. A pavilion may also stand alone, separate from a larger building, or may be connected to a main building by a terrace or path.

PEDIMENT—A decorative triangular piece situated over a portico, door, window, fireplace, etc. The space inside the triangular piece is called the "tympanum," and is often decorated.

PERGOLA—A garden structure built up over a path or narrow terrace, lined with evenly spaced columns or posts that support a wooden-framed roof without sheathing. Often, vines are trained around the wooden framework of a pergola, and the pergola may lead from one building to another.

PERMIT—Any required approval issued by the construction official pursuant to applicable building or construction codes for exterior work to be performed on any historic landmark or on any building, structure, object or site located within an historic district, which exterior work will be subject to public view. Said permit shall include but not be limited to a building permit, a demolition permit or a permit to move, convert, relocate or remodel or to change the use or occupancy of any landmark or any building, structure, object or site located within an historic district. "Permit" shall also include all exterior work to be performed on windows, doors, roofing, fences, signs, awnings, porches, railings, steps, lighting and sidewalks and any other work subject to public view which would alter the exterior appearance of historic landmarks or properties located within an historic district or their sites.

PERSON—Any individual, natural persons, partnerships, joint ventures, societies, associations, clubs, trustees, trusts, firms, companies, corporations, entities or unincorporated groups; or any officers, agents, employees, servants, factors or any kind of personal representatives of any thereof in any capacity, acting either for himself or for any other person, under either personal appointment or pursuant to law.

PICTURESQUE—Like-a-picture, charming, quaint. Picturesque architecture and landscape architecture evolved in England in the 18th and 19th centuries, and influenced American architecture and landscapes in the 19th century; winding paths, asymmetrical compositions, rustic or exotic elements (see pagoda), and faux ruins were characteristic of picturesque architecture and landscapes. Picturesque settings were favored for their emotional associations.

PILASTER—A shallow, non-structural rectangular column, attached to, and projecting only slightly from, a wall surface.

PILLAR—A structural support, similar to a column, but larger and more massive, and often without ornamentation. Pillars can be round or square in section, and are most often

made of brick, stone, cement, or other masonry, although substantial wooden timbers can be formed into pillars.

PLASTER—A hard and resilient wall coating made from gypsum, lime and sand used in most homes prior to WWII that was applied wet and troweled on by a skilled plasterer in a 3-coat process (scratch coat, brown coat, finish coat) onto wood lath.

PORTE-COCHERE—A portion of the building that extends over the driveway creating a partially covered driveway. Sometimes porte-cocheres are just an extension of the roofline over the driveway and others allow the second story of the house to extend overhead as well.

POINTED ARCH—An arch that is pointed at its apex, rather than rounded; common in Gothic and Gothic Revival architecture.

PORTICO—An entrance porch with columns or pilasters and a roof, and often crowned by a triangular pediment.

POTEAUX-EN-TERRE—A mode of wall construction in French Colonial America in which tall posts are rammed into the ground, and the spaces between them are filled with mud plaster, also known as bousillage. Due to the impermanent nature of this construction, very few Poteau- en-terre buildings remain.

PRESERVATION—The act or process of applying measures necessary to sustain the existing form, integrity and materials of an historic landmark. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction.

PRESERVATION PLAN—A plan conducted to address a community's preservation goals and objectives, existing resources, past and current preservation efforts, legal and financial resources, citizen involvement, and to develop strategies to preserve heritage resources. This type of plan should be undertaken in conjunction with a comprehensive planning process so that preservation is analyzed with regard to other community concerns.

PROJECTION—A side wing, tower, or window bay that protrudes from a building.

PROTECTION—The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss or attack, or to cover or shield the property from danger or injury.

PUEBLO—A traditional community of Native Americans living in the southwestern United States. Pueblos consist of many adjacent houses made of adobe brick, although these houses are often, themselves, called pueblos.

QUALITY OF LIFE—A measure of the enrichment of life, as determined through the experience of art, music, natural beauty, history, design, recreation, etc. It may also be the measure of our sense of security as determined by crime rates, level of educational quality, or the economy.

QUOINS—Large, prominent masonry units outlining windows, doorways, segments, and corners of buildings. In stone buildings, quoins are dressed stones used as a decorative element at the corner of a house.

RAFTERS—The inclined, sloping framing members of a roof, and to which the roof covering is affixed.

RECONSTRUCTION—The act or process of reproducing, by means of new construction, the form, features and detailing of a non-surviving building, structure, site, object, improvement or landscape for the purpose of replicating its appearance at a specific period of time and in its historic location when documentary and physical evidence is available.

REGULATION—A rule or order having the force of law issued by an executive authority of a government.

REHABILITATION—The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historic values.

REPLACEMENT—The act or process of replicating any exterior architectural feature that is used to substitute for an existing deteriorated or extensively damaged architectural feature.

RESTORATION—The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time. It may sometimes mean the removal of later work or the replacement of missing earlier work.

ROOF RIDGE—The horizontal intersection of two roof slopes at the top of a roof.

ROOFLINE—The part of a building that rises above the building's eaves. Rooflines can be highly decorative, with balustrades, pediments, statuary, dormer windows, cross gables, etc.

RUBBLE BRICK—Rough-edged brick, often of variegated colors.

SALTBOX ROOF—A gable roof whose rear slope is longer than its front slope. The rear slope often very nearly meets the ground. Saltbox roofs are common to the architecture of Colonial New England.

SCULPTURAL FORMS—Architectural elements that have the appearance of having been sculpted.

SECRETARY OF THE INTERIOR'S STANDARDS FOR THE TREATMENT OF HISTORIC PROPERTIES—The publication issued by the U.S. Department of the Interior, National Park Service, entitled: "The Secretary of the Interior's Standards for the Treatment of Historic Properties," 36 C.F.R. 68, revised and supplemented from time to time. The Secretary of the Interior has established standards for work in each of the four (4) approaches to the treatment of historic buildings. These words are sometimes used interchangeably, but each has a technical meaning in the preservation sphere:

Preservation—The retention of all historic fabric through conservation, maintenance, and repair. It respects a building's continuum over time, and through successive occupancies, and the respectful changes and alterations that are made.

Reconstruction—Re-creating a non-surviving site, landscape, building, structure, or object in all new materials.

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

Restoration—The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of plumbing sys-

tems and other code-required work to make properties functional is appropriate within a restoration project.

SECTION 106 REVIEW—The provision of the National Historic Preservation Act of 1966 that requires a Federal agency, which is funding or licensing a project, to make a determination of the project's potential effect on National Register eligible or listed properties. Section 106 review encourages, but does not mandate, preservation. Section 106 review does ensure that preservation values are factored into Federal agency planning and decisions. Because of Section 106, Federal agencies must assume responsibility for the consequences of the projects they carry out, approve, or fund on historic properties and be publicly accountable for their decisions.

SEGMENTAL ARCH—An arch whose arc is shorter than that of a full semi-circle.

SENSE OF PLACE—The sum total of the elements that give a particular site, area, or neighborhood a distinctive character unique to its locality. The feeling associated with a location, based on a unique identity and other memorable qualities.

SETBACK—A step-like recession in a wall.

SHELLAC—Before polyurethane, there was shellac. A clear wood finish that is made from a mixture of denatured alcohol and flakes from the cocoons of the female lac bug. When the flakes are dissolved in the alcohol they create a strong clear finish that is easy to work with for furniture and woodwork.

SHUTTERS—Pairs of solid or slatted window coverings, traditionally hinged to the exterior of a building to either side of a window, used to block light or wind from the interior of a building.

SITE—The location of a significant event, a prehistoric or historic occupation or activity, a building or structure, or a burial ground or cemetery, whether standing, ruined or vanished, where the location itself possesses historical, cultural or archaeological value regardless of the value of any existing structure.

SLATE—A finely-grained, foliated rock, native to Pennsylvania, Vermont, and New York, and found in many colors. Slate has been used to roof buildings in the United States since the colonial era.

SPIRE—A slender, pointed construction atop a building, often a church.

STAFF—The Historic Preservation Consultant, the Zoning Officer, and/or such other employees, consultants or officials as may from time to time be retained and/or employed to provide application review services to the Commission.

STATE HISTORIC PRESERVATION OFFICER OPINION—An opinion of eligibility issued by the State Historic Preservation Officer. It is in response to a federally funded activity that will have an effect on historic properties not listed on the National Register.

STRUCTURE INVENTORY AND APPRAISAL NUMBER (or SI&A #)—Bridges with SHPO opinions may also have a Structure Inventory and Appraisal Number which indicates bridges that are part of the Federal Bridge Inspection Program.

STATE REGISTER (or SR):—The abbreviation "SR" indicates that a property is listed on the New Jersey Register of Historic Places (State Register).

STICK-WORK—A wooden grid of boards overlaid atop an exterior surface. See lattice-work.

STREETSCAPE—The visual character of the street including, but not limited to, the architecture, building setbacks and height, fences, storefronts, signs, lighting, parking areas, materials, sidewalks, curbing and landscaping.

STRIATED BRICK—Brickwork made up of rows of bricks of alternating colors, typically red and white.

STRUCTURE—A term to distinguish from buildings those functional constructions made usually for purposes other than creating human shelter, such as a bridge, a walkway, driveway and sometimes referred to as a type of improvement, meaning a combination of materials that becomes a part of, is placed upon, or is affixed to real estate.

STUCCO—An exterior finish very similar to plaster used as a coating for walls and ceilings, often used for decoration and usually troweled onto the walls atop wood or wire lath. It is a common finish on exterior walls of Mission and Spanish style houses found in many parts of the world, particularly the Mediterranean region and regions of the United States once colonized by Spain (i.e., Florida and California).

SURVEY—The inventory of buildings, structures, sites, objects, improvements and districts located within the Borough of North Plainfield which is conducted by the Commission for the ascertainment of their historical significance pursuant to the provisions of this article.

SURVEY DATA—The raw data produced by the survey; that is, all the information gathered on each property and area investigated.

TERRACE—An outdoor extension of a building, situated above the ground level, and open to the sky. See patio.

THATCHED ROOF—A roof covered with straw, which is layered so as to shed rain quickly and effectively.

THEMATIC NOMINATION (TRA)—Thematic Nominations were prepared for groups of properties all related under a common theme or a single property type. This format was replaced by the MPS in 1986.

TILE INSERT—A panel of clay or ceramic tile.

TILE ROOF—A roof covered with tiles that are usually hollow and half-cylindrical in shape, and made out of clay. Tile roofs are common in many parts of the world, including the Mediterranean and the Southwestern United States.

TOWER—An exceptionally tall portion of a building.

TRADITIONAL ETHOS—A spirit, character, custom, etc. shared throughout a common people. A traditional ethos encompasses folk lore, music, art, dress, and building methods, among other things.

TRANSOM—A narrow window, sometimes hinged at the top, positioned over a doorway or larger window. Interior transoms often opened to allow air flow but allow residents to maintain privacy.

TRUSS—A rigid framework, as of wooden beams or metal bars, which supports a structure, such as a roof.

TURRET—A small tower that pierces a roofline. A turret is usually cylindrical, and is topped by a conical roof.

TUSCAN ORDER—See Doric Order.

VERANDA—An open, roofed porch, usually enclosed on the outside by a railing or balustrade, and often wrapping around two or more (or all of the) sides of a building.

VERNACULAR ARCHITECTURE—Architecture created from mostly local materials, by and for the use of local people. Vernacular architecture responds to local methods of building construction, local climates, and local living needs and traditions. As local environments evolve over time, so too does vernacular architecture. Vernacular architecture typically exhibits the traditional ethos of its builders. See Traditional Ethos.

VICTORIAN ERA—The reign of Victoria, Queen of the United Kingdom of Great Britain and Ireland, which commenced upon the coronation of Queen Victoria on June 20, 1837 and concluded upon her death on January 22, 1901 (Victoria was also crowned the Empress of India on May 1, 1876). These years marked the height of both the British Empire and the Industrial Revolution, when the United Kingdom became a global power, and its culture, including its architecture, assimilated influences from all over the world.

VIEW, VISTA, VIEWSHED—The view by the public of a building, structure, site, object, improvement or landscape from any point on a street, road or walkway which is used as a public thoroughfare, either vehicular and/or pedestrian.

WAINSCOTING—Most often found in dining rooms and bathrooms, wainscoting is any type of wood paneling installed on the bottom portion of the wall. It is found in varying heights and styles that depend on the architecture of the house among other factors.

WINDOW REPLACEMENT GLOSSARY—When talking to a contractor or retailer about replacement windows, or just reading brochures, it pays to know the jargon in order to better understand window construction and to be better prepared to ask the right questions. The following is a glossary of terms that will help make your search for the right windows more productive. Familiarize yourself with them before you begin shopping.

AIR INFILTRATION—air leakage around the mating parts of the window's frame, usually measured in cubic feet per minute per square foot of frame area (cfm/sq ft).

ALUMINUM CLAD—a window type that consists of a wooden frame covered in prepainted aluminum sheet to better resist the elements. Some windows are vinyl clad for the same reason.

AIR SPACE—the space between the inner and outer panes of double or triple-glazed windows.

ARGON GAS—a colorless inert gas used between the inner and outer panes of a multiglazed window in order to reduce heat loss. Some windows use krypton gas instead of argon.

ATTIC WINDOW—a window lighting an attic story, and often located in a cornice. Attic windows are common to ancient Greek and Greek Revival architecture.

AWNING WINDOW—a style of window that is hinged at the top so that the sash can swing outward for ventilation.

BALANCE SYSTEM—a system of weights or springs hidden in the sides of the window frame. These balance the weight of the sash so that it holds in any position without the use of latches.

BAY WINDOW—a 3-window unit with the end windows set at an angle such that the window protrudes out of the wall. The top of the bay can extend up to the soffit of the roof or the unit can have its own roof.

BOW WINDOW—similar to a bay window, except the bow window generally has more sections, which are positioned to form an arc or bow.

BRICK MOLDING—a trim strip around the outside of the window which covers the gap between the window frame and the brick or siding.

CAM LOCK—a type of lock used to lock the sashes to prevent entry from the outside

CASEMENT WINDOW—unlike double hung windows which open vertically and fixed windows that do not open, casement windows swing open horizontally on hinges. The simplest type swing freely and have a basic eyelet latch whereas higher end forms have mechanical cranks that operate them. Casement windows often occur in pairs.

CENTER HUNG SASH—a sash mounted on pivot pins located at the center of each side. This allows easy cleaning from the inside.

CLERESTORY—A window mounted high in the wall of a high-ceilinged room. This allows light into the center of the room.

CONDENSATION RESISTANCE FACTOR (CRF)—a measure of the window's resistance to condensation. The higher the number, the better the resistance.

COLONIAL WINDOWS—windows, usually single or double hung, having a number of small rectangular panes or lights. They are usually designated as 9-lite, 12-lite, etc., meaning the total number of panes.

CONDUCTION—the means by which energy is transferred between materials in direct contact.

CONVECTION—The transfer of energy via the circulation of air currents between surfaces.

DEAD AIR SPACE—the space between the panes of double or triple-glazed window panes.

DESSICANT—moisture-absorbing material used between the panes of insulating glass.

DIAMOND-PANED WINDOWS—windows that are made up of many small, diamond-shaped panes of glass, common in Colonial and Colonial Revival buildings. Also called leaded pane windows.

DORMER WINDOW—a perpendicular window located in a sloping roof; triangular walls join the window to the roof. Dormer windows are sometimes crowned with pediments, and they often light attic sleeping rooms; "dormer" derives from "dormir," French for "to sleep."

DOUBLE GLAZING—a pane assembly consisting of two panes of glass with a sealed space in between. The air in this space has been dried to prevent condensation. Sometimes the space is filled with argon or krypton for reduced heat transfer.

DOUBLE-HUNG WINDOW—the most common window in old houses. Two sashes, one hung above and the other below that are positioned to slide past each other and can be opened independently of each other. Each double hung window contains two sashes. The sashes are suspended by ropes and iron counterweights hidden in weight pockets on either side of the window.

DRIP CAP—a piece of molding or other material located on top of the head brick molding to prevent water infiltration.

EGRESS WINDOW—a window that is sized to allow entry or exit in case of emergency. Sizing requirements are spelled out in the International Residential Code (IRC-2000)

ELECTROCHROMATIC GLAZING—or switchable glazing, is specially coated and laminated glazing that can be manually or automatically switched from clear to tinted, thus reducing heat gain or providing privacy.

ENERGY STAR—an energy rating system established by the U. S. government. Tax credits are available for improving your home's energy efficiency, including replacement windows.

EVACUATED GLAZING—double or triple-glazing that has been hermetically sealed with a vacuum in the space between the panes.

EXTRUDED SCREEN FRAME—a frame pressed through a form or die.

FANLIGHT WINDOW—a semi-circular or semi-elliptical window, with wedge-shaped panes of glass separated by mullions arranged like the spokes of a wagon wheel. Fan lights are usually found over entrance doors and windows, particularly in Federal and Greek Revival homes.

FIBERGLASS—a composite of glass strengthening fibers in a plastic material. It is used in window construction, for strength, and roof or skylight panels, for light dispersion.

FIXED LIGHT WINDOW—a non-opening panel or window.

FLASHING—a strip of metal or other material used to seal the perimeter of a window from water infiltration.

FRAME—the fixed part of a window in which the sashes or casements are mounted.

GEOMETRIC WINDOWS—windows with panes that are cut into various shapes such as octagon, triangle, or trapezoid.

GLAZING BEAD—a removable strip, made of plastic or wood, which is placed around the perimeter of each pane to hold the pane in place.

GREENHOUSE WINDOW—a window that projects outward from an exterior wall, with glazing on top and all sides, the bottom serving as a shelf. It can also include additional shelves.

GRILLE—a divider that allows one to remove the window panes for cleaning.

HEAD, or HEADER—the horizontal frame member at the top of the window.

HEAD EXPANDER—a u-shaped piece of vinyl used as filler on the head of a window.

HEAT-ABSORBING GLASS—also called tinted glass, is treated to absorb heat and light radiation and to reduce glare.

HEAT TREATED GLASS—glass that has been treated to improve its strength. The two types of heat treated glass are Fully Tempered (FT) and Heat Strengthened (HS).

HERMETICALLY SEALED GLASS—double or triple glazing which is sealed to prevent entrance of air and moisture and to prevent escape of the insulating gas inside.

HOPPER WINDOWS—windows that are hinged at the bottom so that the window opens inward from the top.

INERT GAS—a term used for the gases that are used in insulated pane windows, Argon or Krypton, which have a higher insulating capability than air.

I.G. UNIT—a window with an insulating air space between panes.

IMPACT RESISTANT GLASS—glass that is laminated like automobile glass to resist breakage and possible injury due to impact. There are different grades of impact resistant glass.

INFILTRATION—the flow of air through cracks or loose fitting window components.

INSULATING GLASS—multi-layer, hermetically sealed glass, usually filled with Argon or Krypton for superior insulating properties.

INSULATING VALUE, or U-FACTOR—a measure of the heat transfer of a window (excluding solar) - the lower the U-factor, the better the insulating properties of the window.

J-CHANNEL—surrounds to outer frame of a window and covers the ends of siding that abuts the window.

JALOUSIE WINDOW—is comprised of thin horizontal panes that simultaneously pivot outward to open as a hand crank is turned.

JAMB—the vertical frame member on each side of the window. The top horizontal piece is called the head jamb.

JAMB DEPTH—the width of the jamb member, measured from the outer wall to inner.

KEEPER—the male hook part of a casement window lock, mounted on the top stile of the inner sash.

KILOWATT-HOUR (Kwh)—electrical usage equal to 1000 watts (1 Kw) over a period of one hour.

KNOCKED-DOWN—unassembled. A pre-manufactured window kit, which must be assembled at the installation site

KRYPTON GAS—an inert gas which has reduced heat transfer vs. air. It is used in the space between double or triple-glazed panes for increased energy efficiency.

LAMINATED GLASS—multi-layered glass with a layer of plastic between the glass layers - often used in sliding doors, and in hurricane prone areas, due to its resistance to breakage due to impact.

LANCET WINDOW—A Gothic-style window having a pointed arch at the top, sometimes including a diamond-shaped muntin pattern.

LATTICE WINDOW—a window with diagonal muntins and diamond-shaped panes.

LIFT—on a single or double-hung window, a handle mounted on the bottom rail of the inner sash for easier lifting.

LIGHT (or LITE)—the individual pane of glass in a window unit. A lite is one piece of glass in a sash divided by a muntin from the other pieces of glass. Window sash are called according to the number of lites they possess. For example, a sash with three pieces of glass is called a 3-lite sash.

LOW-EMITTANCE (LOW-E) GLASS—glass which is coated to reduce radiant heat gain.

LOCK RAIL—the horizontal section of a sash to which a cam lock is attached.

MAIN FRAME—a unit which includes the head, sill, and jambs of a window.

MEETING RAIL—the horizontal rail of a sash that meets the opposing rail of the mating sash when the window is closed.

MIL—One thousandth of an inch (0.0254 millimeter).

MESH—woven plastic or metal material used to make screens.

METAL-CLAD WINDOWS—wooden windows with a covering of pre-painted aluminum or steel on the exterior surfaces to protect the wood parts from the weather.

MULLION—vertical or horizontal member separating two window units.

MUNTIN—narrow strip of wood or other material that holds individual glass panes.

MUNTIN GRILLE—a one-piece grille attached to a window to make a large glass appear as multiple smaller panes.

NFRC (NATIONAL FENESTRATION RATING COUNCIL ®)—a non-profit organization that certifies the energy ratings for doors, windows and skylights.

NAILING FIN—a flange around a window frame used for attachment to the stud wall.

NATIONAL CERTIFIED TESTING LABORATORIES—an independent testing lab that tests home products for certification groups such as the NFRC.

NORTH-LIGHT ROOF—a roof having a saw tooth configuration with clerestory windows on the north-facing side.

OBSCURE GLASS—glass that is made translucent for privacy, decoration, or light diffusion.

OGEE CURVE—a reverse or concave curved molding.

OPERABLE TRANSOM—a panel or window located above a door, which can be opened for ventilation.

OPERATOR—hand crank, gearbox, and arm assembly used to open and close windows such as jalousie windows.

ORIEL WINDOW—a window which projects out from an exterior wall, similar to a bay window except it is supported by the wall and doesn't extend to the ground.

OUTER FRAME MEMBER—the part of the window frame that extends beyond the outer wall.

PASSIVE SOLAR COLLECTOR—a South-facing panel of glazing, either wall or roof-mounted, which absorbs heat from the sun's without any active heat storage or distribution system.

PALLADIAN WINDOW—a square or rectangular window with a semi-circular section on top and smaller windows on each side.

PEEK-A-BOO WINDOW—a very small window, often circular.

PICTURE FRAME CASING (FULL BOUND CASING)—the use of picture frame trim to completely surround the inside surface of the window frame. This replaces the stool and apron on the bottom.

PICTURE WINDOW—a large fixed window.

PITCH—the slope of a roof, usually expressed in rise/span, for instance, a 3/12 pitch has 3 inches of rise for every 12 inches horizontal span.

QUARREL—a square or diamond-shaped glass pane which is set diagonally in the window, as in Gothic-style windows.

QUEEN ANNE WINDOW—a window having small panes arranged in various patterns. This pattern is usually found on the upper sash only.

R-VALUE—resistance of the window to heat transfer. R-value is the inverse of U-factor. The higher the R-value of a window, the better its insulating properties.

RADIATION—in window terminology, radiation usually refers to the invisible heat-producing spectrum of the sun's rays (example: infrared radiation).

RAIL—the top or bottom horizontal frame member of a sash.

REFLECTIVE GLASS—glass which is coated to reflect the suns rays, reducing heat transfer and glare.

RESFEN—a computer program that can calculate energy usage for a particular window.

ROUND-ARCHED WINDOW—a window that is fully arched at its top.
ROUNDEL—a small, circular panel or window.
ROUGH OPENING—the wall opening into which a window or door is mounted.
SASH—a single wood frame piece of a window that contains at least one lite and may or may not contain muntins. Double-hung windows contain two individual sashes.
SASH LOCK—a cam lock located on the upper rail of the lower sash, with a mating receptacle on the bottom rail of the upper sash.
SIDELIGHTS—narrow windows mounted on one or both sides of an entry door. These can be fixed or operable.
SINGLE-HUNG WINDOW—same as double-hung except that the upper sash is fixed.
SILL—a flat, horizontally-mounted board that forms a shelf at the bottom of the inner window frame.
SKYLIGHT—a roof-mounted window that provides light through the ceiling into a room. A skylight can be "fixed" or "operable" for ventilation.
STAINED GLASS—colored glass. Stained glass windows are fitted with pieces of colored glass, which often depict a picture or scene.
TEMPERED GLASS—glass that has been heat treated to improve strength. Tempering also changes the glass structure so that it breaks into small pebbles that won't injure as readily as shards.
TILT AND TURN WINDOW—a window with sash that can be tilted inward for ease of cleaning.
TRANSOM LIGHT—a sash mounted above a door, for light transmittance and/or ventilation.
TRIPLE GLAZING—a triple-layered pane with space between each layer which is commonly filled with Argon or Krypton for better insulation properties.
TRUE DIVIDED LIGHT—a sash containing multiple panes of glass held in place by muntins.
U-FACTOR—a factor measuring heat transmission. Lower U-factor = better insulation.
ULTRAVIOLET LIGHT (UV)—invisible short-wavelength light. UV light causes fading of carpets, upholstery, and paint.
UNISON LOCK—a lock, used with casement type windows, which locks in two places with the use of one handle.
UNIFORM BUILDING CODE (UBC)—A building code established in 1927, replaced by the International Building Code in 2000. The purposes of these codes is to standardize building practices and increase safety.
VAPOR BARRIER—waterproof material used to prevent moisture from entering the home.
VENETIAN WINDOW—a square or rectangular window with a semi-circular section on top and smaller windows on each side. Also called a Palladian window.
VENT—a window sash that swings open for ventilation.
VIEW SASH—a picture window which has small panes mounted in muntins.
VINYL—common name for Polyvinyl chloride, a plastic material used in window construction.
VINYL-CLAD WINDOW—a window whose wooden frame is encapsulated in vinyl.

VISIBLE TRANSMITTANCE (or VT)—the percentage of visible light that penetrates a tinted window.

WARM-EDGE TECHNOLOGY—use of a low-conductance spacer near the edge of insulated panes to reduce heat transfer.

WEATHERSTRIPPING—a flexible strip used to keep water from infiltrating the building, and to reduce air leakage.

WEEP HOLE—a small hole in a window sill that allows water to drain to the outside.

WIND LOAD—the force against a surface caused by moving air.

WINDOWPANE DIVIDER—narrow strip of wood or other material that holds individual glass panes. Also called a muntin.

WIND-BORNE DEBRIS REGION—a coastal area subject to hurricanes or any area subject to high winds exceeding 120 mph.

YOKE—the top cross member of a double-hung window frame. Also called the head jamb.

YORKSHIRE LIGHT—window which has a horizontally moving sash and one or more fixed sashes.

WOODEN CLAPBOARDS—Long slats of wood that are nailed to an exterior surface in a horizontal fashion, overlapping one another from top to bottom. Clapboards are a traditional weather-proofing device.

WOODEN SHINGLES—Small, rectangular-shaped slats of wood that are nailed to an exterior surface, overlapping one another from top to bottom. Shingling is a traditional weather-proofing method for building.

Appendix F—Maintenance Recommendations

MATERIALS

1. Prevent water from making contact with exterior wood siding. Of particular importance is keeping all gutters and downspouts in good repair to keep water from infiltrating the wood surface.
2. All exposed wood should be kept painted, stained or treated with preservatives.
3. Repairs for wood siding such as cracks can be made through the use of waterproof glue. Large cracks may be filled with caulk followed by putty. The surface should then be sanded, allowed to dry, and painted.
4. Where exterior siding has to be replaced the use of siding to match in dimension, size and profile is recommended.
5. Use paints consistent (oil or latex) with the existing paint surface for exterior siding.
6. Keep exterior brick clean of mildew, efflorescence and dirt. Also keep exterior brick clean of vines, ivy, and other plant materials. Washing with detergents and water are best for exterior masonry and mortar. Sandblasting, water-blasting and other abrasive cleaning methods are detrimental to historic buildings and should not be used.
7. Re-pointing of historic mortar should be with a mortar which matches the original in appearance and composition. Most mortar from before 1900 was composed of lime and sand and a mortar with similar content should be applied. The use of Portland cement is not appropriate due to the hardness of the mortar versus the softness of the brick.
8. Most silicone based or waterproof coatings have limited effectiveness and may actually add to moisture problems by not allowing the brick to breathe. The use of these products is not appropriate.

ROOFS, CORNICES, CHIMNEYS

1. Check the roof regularly for leaks, deterioration of flashing, and worn roof surfaces such as rolled or asphalt shingles. An inspection of the upper floor or attic space during or following a rainstorm can also assist in detection of water related problems.
2. Know what metals are used in the cornice or roof flashing and use only similar metals during replacement or repair. Different metals should not touch each other or a galvanic reaction may occur, leading to corrosion.
3. Metal roofs and cornices should be kept painted to prevent rust and deterioration. Appropriate paints include those with an iron oxide oil base. Asphalt based paints and aluminum paints should not be used on historic metals as they could accelerate the rusting process.
4. Chimneys should be regularly checked for cracking, leaning, spalling, and infestation by birds and insects. The use of chimney caps over chimneys or flue openings is recommended to keep out moisture. Refer to the chimney section – only certain types of caps and colors are acceptable.

PORCHES

1. Keep all porch and trim elements painted.

GUTTERS AND DOWNSPOUTS

1. Keep gutters and downspouts in good repair. Make sure they are properly connected, are clean of leaves and other debris, and channel water effectively away from the building. Seal all cracks in downspouts with silicone caulk or sealants.
2. Deteriorated gutters and downspouts should be replaced with new gutters and downspouts. Half-round gutters and round downspouts are preferable to corrugated designs.

FOUNDATIONS

1. All water should drain away from a building and should not enter the foundation.
2. Trees, shrubs, and other plants should be kept well away from the foundation to prevent damage from moisture and root movement. Typically a minimum distance of 2' between the plantings and the foundation wall is recommended.
3. The use of splash blocks (slanted trays placed at the bottom of downspouts to drain water away from the foundation) is recommended.

ENTRANCES

1. Doors, transoms, and sidelights should be kept clean.
2. Original locks and hardware should be kept oiled and in good repair. If original hardware is missing or is deteriorated, the use of reproduction locks and hardware suitable for the building is recommended.
3. Doors with a stained wood finish should be kept varnished; painting over the wood finish is not recommended.

WINDOWS

1. Windows should be kept clean and free of dirt and grime. Wood sash surfaces should be painted regularly.
2. Windows should be kept caulked and sealed to aid in energy conservation.
3. Shutters should be kept painted and in good repair.

AWNINGS

1. Fabric awnings should be washed periodically and kept in good repair.
2. Awning hardware should be regularly checked for rust or loose mechanisms.
3. Awnings which become torn or otherwise deteriorated should be replaced.

SIDEWALKS

1. Retain existing bluestone and other historic sidewalks. If appropriate, install new sidewalks of bluestone of at least 3-inch thickness. Other materials may be acceptable for sidewalks if compatible with the historic site and/or district.

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