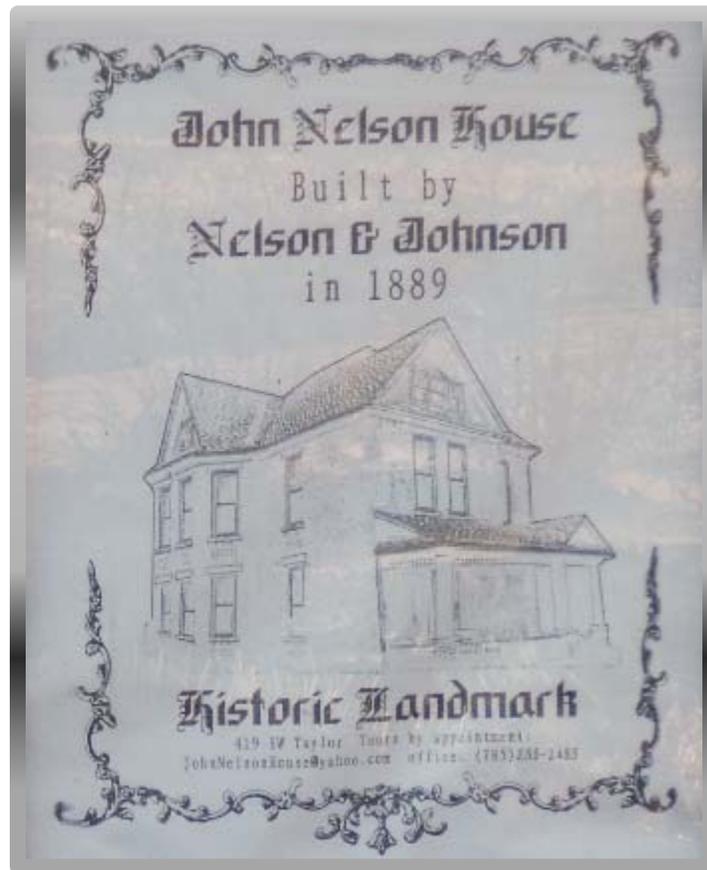


# JOHN NELSON HISTORIC LANDMARK DISTRICT DESIGN GUIDELINES



# John Nelson Historic Landmark District Design Guidelines -

**Purpose** - These design guidelines are intended to help current and future property owners, the public, municipal staff, and the Topeka Landmarks Commission ensure that physical changes to properties within the John Nelson Historic Landmark District respect and protect the character defining features of each property, and of the district as a whole. According to Chapter 18, Section 10 of Topeka's Municipal Code, the adoption of design guidelines are required with the designation of a Historic Landmark district. These design review guidelines are based upon, and provide specific interpretations of the *U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties* that are specific and applicable to the historic character of this District.

**Applicability** - The Topeka Landmarks Commission uses these design guidelines to review all exterior changes requiring a building permit that affect the appearance and historical integrity of an identified contributing structure within the District. Routine maintenance of a structure does not require review. Activities subject to review by the Commission are demolition, relocation, alterations, and new construction.

**Review Procedures** – All building permits affecting the exterior of buildings within the John Nelson Historic District will be subject to review by the Topeka Landmarks Commission. If the proposed changes are consistent with the adopted design guidelines, the applicant will receive a Certificate of Appropriateness from the Landmarks Commission, and may proceed with the permitting process. An applicant can appeal any decision of the Landmarks Commission to the Topeka Governing Body.

Some alterations may receive immediate approval and a Certificate of Appropriateness from the Planning Department without a review before the Landmarks Commission. A listing of these alterations is found in Section 18.255.110 Topeka Municipal Code. Additionally, exterior construction, reconstruction, restoration, remodeling or demolition not visible from a public right-of-way may receive immediate staff approval. A Certificate of Appropriateness will not be required for any interior, non-structural alterations.

**Review Criteria** - *Section 18.255.090 of the Topeka Municipal Code* states the criteria for the development of applicable review guidelines for each Historic Landmark District. These criteria are based upon the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, and address the following:

1. Acceptable materials for any construction, additions, remodeling or rehabilitation activities to the exterior of the structures;
2. Appropriate architectural character, scale, and detail for any construction, additions, remodeling or rehabilitation activities;
3. Acceptable appurtenances to the structures;
4. Acceptable textures and ornamentation to the exterior of the structures;
5. Acceptable accessories on structures;
6. Such other building regulations which would have impact on the buildings;
7. Acceptable standards for changes to noncontributing resources within the district; and
8. Acceptable signage.

The *Secretary of the Interior's Standards for the Treatment of Historic Properties* are divided into four separate categories. The Design Guidelines for the John Nelson Historic Landmark District are based upon one of these categories, specifically the *Secretary of the Interior's Standards for Rehabilitation*. These standards are as follows:

1. 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.
2. 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.
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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive 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 other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. 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.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. 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.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The *Secretary of the Interior's Standards for Rehabilitation* offer a practical approach as the foundation for historic district design guidelines. Rehabilitation is the process of repairing or altering a historic building while retaining its historic features. It represents a compromise between remodeling, which offers no sensitivity to the historic features of a building, and restoration, which is a more accurate, but also a more costly approach to repair, replacement, and maintenance.

There are several reasons for using these Standards. The first reason is consistency. Rehabilitation projects in Topeka which receive state or federal tax credits, or which receive federal or state funding must comply with these Standards.

A second reason is precedent. The Standards have been successfully used for many years by the State of Kansas Historic Preservation Office, and by cities and communities around the country. Pursuant to Chapter 18.255 of the Topeka Municipal Code, application of these rehabilitation guidelines will be limited to exterior alterations and additions to buildings within the John Nelson Historic Landmark District. The priority of the guidelines is to ensure the preservation of a building's character-defining features while accommodating an efficient contemporary use. The guidelines suggest prioritized approaches to rehabilitation beginning with the least intrusive treatments. The approaches are as follows:

- 1. Identification, retention and preservation of the form and detailing of architectural materials and features that compose the important character-defining features of the historic building.*
- 2. Protection and maintenance of architectural materials and features.*
- 3. Repair of deteriorated architectural features.*
- 4. Replacement of severely damaged or missing features.*
- 5. New additions to historic buildings.*

Planning is essential to successful compliance with the guidelines. The first step for a property owner contemplating a rehabilitation project is to evaluate what is significant about his or her historic building. The most significant components of any historic building to consider begin with the roof, foundation, and building materials. Historic foundations, exterior finishes, windows and doors, and roof forms should be preserved as part of the rehabilitation plan. Stylistic or decorative features and materials are particularly important.

Once the significant features of a building have been identified, their condition should be evaluated. The guidelines prescribe repair rather than replacement as the first step in approaching a rehabilitation project. If repair is impossible due to severe deterioration, then replacement of the feature is appropriate. The replacement feature should match as closely as possible to the original. The basis for replacing a feature should be physical evidence or documentation rather than conjecture or the availability of contemporary or salvaged material. Additions and new construction are the most complex treatments to historic buildings. They should be undertaken only after less intrusive alternatives have been considered.

## JOHN NELSON HISTORIC LANDMARK DISTRICT DESIGN GUIDELINES

### I. ADDITIONS

#### Applicable Standards: 9 and 10

Additions to historic buildings are often required to make projects economically feasible, to satisfy fire and building code requirements, to house mechanical systems, and for other personal or practical reasons. They are allowed under the *Secretary of the Interior's Standards* and specifically addressed in Standards 9 and 10.

Additions should not significantly alter original distinguishing qualities of buildings such as the basic form, materials, fenestration, and stylistic elements. They should be clearly distinguished from, and should result in minimal damage to the original portions of building. Character defining features of the historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of the building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of the building. They should be constructed so that if removed in the future, the essential form and integrity of the building will be unimpaired.

#### Recommendations:

1. Keep new additions and adjacent new construction to a minimum, making them compatible in scale, materials, and texture with the existing building and surrounding district.
2. Design new construction to be compatible in materials, size, color, and texture with the earlier building and neighborhood.
3. Use contemporary designs compatible with the character and feeling of the building and neighborhood.
4. Protect architectural details and features that contribute to the character of the building during the course of constructing the addition.
5. Place television antenna, satellite dishes and mechanical equipment, such as air conditioners, in an inconspicuous location, preferably a side or rear elevation where they can not be seen from the street.

#### Avoid:

1. Duplicating an earlier style or period of architecture in additions. All additions should be identifiable as an addition to the original structure.
2. Adding height to a building that changes its scale and character. Changes in height should not be visible when viewing the principal facades.

### II. DOORS AND ENTRANCES

#### Applicable Standards 2, 3, 6, 9

Under Standard 2, doors and entrances should be preserved wherever possible. Changes to door size and configuration should be avoided. Replacement doors should either match the original or substitute new materials and designs sympathetic to the original under Standards 6 and 9. **Stock doors and screen doors are inappropriate replacements.** Replacement screen

doors should be simple. Any ornamentation should be based on historic precedent and in keeping with the character of the door and entrance design. Aluminum, metal and jalousie doors should be avoided.

Sometimes new entrances are required for practical reasons or to satisfy code requirements. Placement of new entrances on principal facades should be avoided under Standard 2. New entrances can result in loss of historic fabric and detailing and change the rhythm of bays. Under Standard 9, new entrances should be compatible with the building and be located on party walls or side or rear walls that are not readily visible from the public right-of-way. New entrances on the main elevation, or entrances that alter the character of a building should be avoided. If a historic entrance cannot be incorporated into a contemporary use for the building, the opening and any significant detailing should, nevertheless, be retained.

**Recommendations:**

1. Retain and repair historic door openings, doors, screen doors, trim, and details such as transom, side lights, pediments, frontispieces, hoods, and hardware where they contribute to the architectural character of the building.
2. Replace missing or deteriorated doors with doors that closely match the original, or, that are of compatible contemporary design.
3. Place new entrances on secondary elevations away from the main elevation. Preserve non-functional entrances that are architecturally significant.
4. Add simple or compatibly designed wooden screen doors where appropriate.

**Avoid:**

1. Introducing or changing the location of doors and entrances that alter the architectural character of the building.
2. Removing significant door features that can be repaired.
3. Replacing deteriorated or missing doors with stock doors or doors of inappropriate designs or constructed of inappropriate materials.
4. Removing historic doors, transom, and side lights and replacing them with blocking.
5. Adding aluminum or other inappropriate screen doors.

**III. EXTERIOR FABRIC – WOOD, WEATHERBOARD, SHINGLES, AND OTHER WOOD SIDING**

**Applicable Standards 2, 3, 7, 9**

Horizontal wood siding is present as an exterior finish to historical additions to the homes within the John Nelson Historic Landmark District. Wood siding is a character defining feature of these additions, and is representative of frame vernacular buildings of the late nineteenth and early twentieth centuries. Important characteristics of wood siding which should be considered in its repair or replacement are board size, width of exposure, length, and trim detail such as corner-boards.

Probably the greatest threat to wood siding is the application of non-historic surface coverings such as aluminum and vinyl siding, stucco, and cast synthetic stone. Application of these materials violates Standards 2 and 3. Standard 2 states that the removal or alteration of any historic material or distinctive architectural feature should be avoided when possible. Application of non-historic exterior finishes results in either the removal or covering of historical materials and details. Decorative trim around doors, windows, and under roof lines is frequently

removed. Detailing of the wood itself, such as beveling or beading, is also lost. Board width, length, and exposure are generally changed, thus altering the scale and appearance of the building.

Standard 3 states that historic buildings shall be recognized as products of their time, and alterations that have no historical basis shall be discouraged. Aluminum, vinyl, and cast synthetic stone are clearly non-historic materials and violate this standard, as well. Artificial siding also frequently damages the fabric underneath. It can trap moisture and encourage decay and insect infestation.

Abrasive cleaning or paint removal is another threat to historic wooden siding and violates Standard 7. The proper method for paint removal is cleaning, light scraping, and sanding down to the next sound layer. If more intensive paint removal is required, the gentlest means possible should be used. Appropriate methods include a heat plate for flat surfaces such as siding, window sills and doors; an electric heat gun for solid decorative elements; or chemical dip stripping for detachable wooden elements such as shutters, balusters, columns, and doors when other methods are too laborious.

Harsh abrasive methods such as rotary sanding discs, rotary wire strippers, and sandblasting should never be used to remove paint from exterior wood. Such methods leave visible circular depressions in the wood; shred the wood, or erode the soft, porous fibers of the wood, leaving a permanently pitted surface. Harsh thermal methods such as hand-held propane or butane torches should never be used because they can scorch or ignite wood.

**Recommendations:**

1. Retain wooden materials and features such as siding, cornices, brackets, soffits, fascia, window architrave, and doorway pediments, wherever possible. These are essential components of a building's appearance and architectural style.
2. Repair or replace, where necessary, deteriorated material that duplicates in size, shape, and texture the original as closely as possible. Consider original characteristics such as board width, length, exposure and trim detailing when selecting a replacement material.
3. Clean wood using the gentlest means possible. Repair trim and siding before applying paint. Seal holes, caulk cracks, and treat for wood fungus. Remove loose paint using commercial strippers, electric heat guns or plates, wire brushes and scrapers. Hand sand to reduce paint layer differential.

**Avoid:**

1. Resurfacing frame buildings with new material that is inappropriate or was unavailable when the building was constructed, such as artificial stone, brick veneer, asbestos or asphalt shingles, rustic shakes, and vinyl or aluminum siding.
2. Abrasive cleaning methods, rotary sanding or wire brushing, sand blasting or extreme high pressure washing (PSI of more than 100) or harsh thermal methods such as propane or butane torches.

#### IV. EXTERIOR FABRIC – MASONRY, BRICK, AND MORTAR

##### Applicable Standards 2, 3, 7, 9

Masonry exterior finishes and detailing are the predominant exterior features of the homes within the John Nelson Historic Landmark District. Masonry features, such as brick cornices or terra cotta detailing, and surface treatments, modeling, tooling, bonding patterns, joint size and color, are important to the historic character of each building. These features should be retained under Standard 2.

The cleaning of historic masonry is a special consideration addressed by the Secretary of the Interior's Standards. While masonry is the most durable historic building material, it is also the most susceptible to damage by improper maintenance or repair techniques or abrasive cleaning methods. Particularly relevant is Standard 7 which states that the surface cleaning of structures shall be undertaken with the gentlest means possible.

Sandblasting and other abrasive cleaning methods are specifically prohibited. Sandblasting not only changes the visual qualities of brick, it damages or destroys the exterior glazing. As a result, it increases the likelihood of rapid deterioration of the brick and water damage to the interior of the building.

Painting historic masonry is another concern when conducting a rehabilitation project. Owners frequently see painting as an improvement and a means of making a building appear new. The color of masonry, particularly brick, is often an important part of the character of a building. In addition to color, the bonding pattern, treatment of mortar joints, and texture are significant parts of brick buildings. Where brick and other masonry finishes were historically unpainted, they should generally remain unpainted. Painting obscures detailing and alters the distinguishing original qualities of a building in violation of Standard 2. It also violates Standard 3 because it is an alteration which has no historical basis. Under some circumstances, particularly where the brick quality is poor or abrasive cleaning methods have been used, painting or sealing the damaged brick may be appropriate as a protective measure.

##### Recommendations:

1. Identify, retain, and preserved masonry features that are important to defining the overall historical character of the building such as walls, brackets, railings, cornices, window architrave's, door pediments, steps, and columns; and joint and unit size, tooling, and bonding patterns, coatings and color.
2. Protect and maintain masonry by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.
3. Evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action or extreme weather exposure.
4. Evaluate the overall condition of the masonry to determine whether repairs rather than protection and maintenance are required.

**Avoid:**

1. Removing or substantially altering masonry features which are important in defining the overall historical character of the building so that as a result the character is diminished.
2. Replacing or rebuilding major portions of exterior walls that could be repaired and that would make the building essentially new construction.

**A. Cleaning of Masonry**

**Recommendations:**

1. Clean masonry only when necessary to halt deterioration or remove heavy soiling.
2. Clean masonry surfaces with the gentlest method possible, such as water and detergents and natural bristle brushes.

**Avoid:**

1. Cleaning masonry to create a new appearance, and thus needlessly introducing chemicals or moisture to historic materials.
2. Cleaning without first testing to determine the effects of the method.
3. Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. Such methods of cleaning permanently erode the surface of the material and accelerate deterioration.
4. Cleaning with water or liquid chemical solutions when there is a possibility of freezing temperatures. Also avoid cleaning with chemical products that will damage masonry or leaving chemicals on masonry surfaces.
5. High-pressure water cleaning that will damage historic masonry and mortar joints.

**B. Painting of Masonry**

**Recommendations:**

1. Inspect painted masonry to determine whether repainting is necessary.
2. Remove damaged or deteriorated paint only to the next found layer prior to repainting.
3. Apply compatible paint coating following proper surface preparation.
4. Paint historically unpainted masonry only if it has been previously painted or as a protective measure to prevent further deterioration caused by poor quality materials or prior abrasive cleaning.

**Avoid:**

1. Removing paint that is firmly adhered to and thus protecting masonry surfaces.
2. Removing paint by destructive means such as sandblasting, application of caustic solutions or high pressure water blasting.
3. Creating a new appearance by applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated.
4. Removing paint from historically painted masonry.

## C. Repointing of Masonry

### Recommendations:

1. Repair masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls or damaged plasterwork.
2. Remove deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.
3. Duplicate original mortar in strength, composition, color and texture.
4. Duplicate old mortar joints in width and in joint profile.

### Avoid:

1. Removing non-deteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.
2. Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.
3. Repointing with mortar of high Portland cement content, unless it is the content of the historic mortar. Portland cement can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of material and mortar.
4. Repointing with a synthetic caulking compound.
5. Using a 'scrub' coating technique to repoint instead of traditional repointing methods.

## D. Repairing of Masonry

### Recommendations:

1. Repair masonry features by patching, piercing in or consolidating the masonry using recognized preservation methods. Repair may include the limited replacement in kind or with compatible substitute materials of those extensively deteriorated or missing parts of masonry features when they there are surviving prototypes.
2. Apply new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

### Avoid:

1. Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated parts are appropriate.
2. Using a substitute material for the replacement part that does not convey the visual appearance of the remaining parts of the masonry feature or that is physically or chemically incompatible.
3. Applying waterproof, water repellent or non-historic treatments such as stucco to masonry as a substitute for re-pointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

## **E. Replacement of Masonry**

### **Recommendations:**

1. Replace in kind an entire masonry feature that is too deteriorated to repair, if the overall form and detailing are still evident, using the physical evidence to guide the new work. Examples can include large sections of a wall, a cornice, balustrade, column or stairway. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

### **Avoid:**

1. Removing a masonry feature that is unrepairable and not replacing it, or replacing it with a new feature that does not convey the same visual appearance.

## **F. EXTERIOR FABRIC: COLOR**

The Topeka Historic Preservation Ordinance (*Chapter 18 of the Topeka Municipal Code*) does not require review of paint colors.

## **V. FOUNDATIONS**

### **Applicable Standards 2, 3, 6, 9**

All homes in the John Nelson Historic Landmark District have raised masonry foundations. Stone is the most common material. In undertaking foundation repairs, the historic materials should be retained, repaired as needed, or replaced in-kind under Standards 2 and 6. Non-historic materials such as unpainted concrete block, plywood, and stucco should not be used to fill raised foundations. Enclosures should be limited to historically appropriate materials under Standard 3 or a compatible new design under Standard 9.

Pierced brick and lattice are examples of compatible contemporary infill. Pierced continuous brick infill, a pattern of bricks laid with air space between the end surfaces, can easily be added to a foundation, providing ventilation, continuous support to the sill plates, and a historic appearance. Lattice infill can be purchased in prefabricated panels and installed between masonry piers. Square crisscross lattice infill is also an appropriate infill material.

### **Recommendations:**

1. Retain, repair as needed or replace historic foundations with matching materials.
2. Maintain open spaces between piers.
3. Retain, repair, or replace historic foundation enclosures with matching materials.
4. If foundation enclosures are missing, enclose with an appropriate materials.

### **Avoid:**

1. Removing historic foundation enclosures unless they are deteriorated and irreparable.
2. Enclosing a pier foundation with continuous infill that prevents ventilation and destroys the openness of the feature.
3. Using an infill material which is inappropriate to the style of the building.

## **VI. MECHANICAL SYSTEMS: Heating, Air Conditioning, Electrical, Plumbing, Fire Protection**

### **Applicable Standards: 5, 9, and 10**

Upgrading or additions of mechanical systems are frequently a necessary part of rehabilitating a historic building. Careful planning should precede installation of modern heating, ventilating, and air-conditioning (HVAC) and other mechanical systems. Insensitive installation of mechanical systems can cause significant damage to historic fabric, and alter the visual qualities of a building in violation of Standard 5. Installation should be accomplished in the least obtrusive manner possible and in the most inconspicuous location. Protruding, through the wall or window air-conditioning units should be avoided.

### **Recommendations:**

1. Install necessary mechanical systems in areas and spaces that will require the least possible alteration to the structural integrity and physical appearance of the building.
2. Utilize existing mechanical systems, including plumbing and early lighting fixtures, where possible.

### **Avoid:**

1. Unnecessarily damaging the plan, materials, and appearance of the building when installing mechanical systems.
2. Attaching exterior electrical and telephone cables to the principal elevations of the building.
3. Installing vertical runs of ducts, pipes, and cables in place where they will be a visual intrusion.

## **VII. PORCHES AND GARAGES**

### **Applicable Standards: 2, 4, 5, 6, 9, 10**

Porches serve as a covered entrance to buildings and a transitional space between the interior and exterior. Particularly, they are the principal location for exterior ornamentations and detailing, such as brackets and other jig-saw woodwork, posts and columns, and balustrades. Size, style, ornateness or simplicity, sense of openness, and detailing are all important attributes of porches. Such features should be preserved during the course of rehabilitating a building under Standard 2. Removal or encasement of significant porch features or enclosure with non-transparent materials are not acceptable treatments.

Because they are open to the elements, porches also require frequent maintenance and repair. Under Standard 6, deteriorated porch features should be repaired rather than replaced. If replacement proves necessary, replacement features and materials should approximate the originals as closely as possible. If wholesale replacement is required, the new porch should be rebuilt based on historical research and physical evidence. If a porch or individual features of it are missing and no documentation or physical evidence is available, a new porch design which is compatible with the scale, design, and materials of the remainder of the building is appropriate under Standard 9.

Changes to a porch which are over fifty years old may have achieved significance in their own right. They may reflect changes in ownership or use, style, or improvements in the owner's economic well-being. Under Standard 4, these changes should be recognized and respected.

Detached garages are visible expressions of the impact of the automobile on historic buildings. Depending on their age of construction, they may or may not be considered as character-defining features of the property.

**Recommendations:**

1. Retain porches and steps that are appropriate to a building and its subsequent development. Porches and additions reflecting later architectural styles are often important to the building's historical development and should be retained.
2. Where necessary, repair and replace deteriorated architectural features of wood, terra cotta, tile, brick and other historic materials.
3. If enclosures are undertaken, maintain the openness of porches through the use of transparent materials such as glass or screens. Place enclosures behind significant detailing so that the detailing is not obscured.
4. Retain garages. If enclosures of garages are undertaken, preserve significant features. Use materials similar in size, proportion, and detail to the original.
5. If additional interior space is needed or desired, place the addition at the rear of the building.

**Avoid:**

1. Removing or altering porches or steps that are appropriate to the building's development and style.
2. Stripping porches and steps of original material and architectural materials such as hand rails, balusters, columns, brackets, and roof decorations.
3. Enclosing porches, garages, and steps in manner that destroys their historical appearance.
4. Adding a garage, particularly with the doors facing the right-of-way, in front of or even with the front plane of the principal structure.

**VIII. ROOFS AND ROOF SURFACES**

**Applicable Standards: 2, 4, 5, 6, 9**

In planning roof repairs, it is important to identify significant features and materials and treat them with sensitivity under standards 2 and 5. Under standard 6 significant features and materials should be repaired rather than replaced. If replacement of a deteriorated feature is necessary, the new materials should closely match the original.

Roofs perform an essential function in keeping a building weather tight. As a result, they are particularly subject to change. Some historic changes to roofs have gained a historical significance in their own right.

Where existing roofing material is non-original, there is greater flexibility. The existing roof may be retained, replaced in a manner known to be accurate based on documentation or physical evidence, or treated in a contemporary style in compliance with Standards 4, 6, and 9. In reviewing replacement of non-historic roof surfacing, it is important to keep in mind, Standard

9. Even if the existing surfacing is inappropriate, the replacement material must be compatible with the overall design of the building.

Rooftop additions are another common change to historic buildings. They are generally not suitable for smaller buildings of three stories or less or for buildings with very distinctive rooflines. The addition should be designed to be distinguished from the historic portion of the building; be set back from the wall plane; and be placed so it is inconspicuous when viewed from the street.

**Recommendations:**

1. Preserve the original roof form in the course of rehabilitation.
2. Provide adequate roof drainage and insure that the roofing material provides a weather tight covering for the structure.
3. Replace deteriorated roof surfacing with new material, such as composition shingles or tabbed asphalt shingles that match the original in composition, size, shape, color, and texture.
4. Retain or replace dormer windows, cupolas, cornices, brackets, chimneys, cresting, weather vanes, and other character-defining architectural or stylistic features.

**Avoid:**

1. Changing the essential character of a roof by adding inappropriate features such as dormers, vents, skylights, air-conditioners, and solar collectors which are visible from public rights-of-way.
2. New materials, such as roll roofing, whose composition, size, shape, color, and texture alter the appearance of the building.
3. Changing the pitch.

**IX. SETTING**

**Applicable Standards: 2 and 9**

Setting is the relationship of a historic building to adjacent buildings and the surrounding site and environment. The setting of a historic building includes such important features as parks, gardens, streetlights, signs, benches, walkways, streets, alleys, and building setbacks. The landscape features around a building are often important aspects of its character and the district in which it is located. Such historic features as gardens, walls, fencing, fountains, pools, paths, lighting and benches should be retained during the course of rehabilitation.

Historic fencing, garden and retaining walls, and designed landscape features may add distinction to individual buildings. Collectively, they form important streetscape compositions. Fences and walls serve to delineate property lines and as a barrier to distinguish line between a yard, sidewalk, and street.

**Recommendations:**

1. Retain distinctive features such as size, scale, mass, color, and materials of buildings, including roofs, porches, and stairways, that distinguish a district.
2. Retain landscape features such as parks, gardens, street lights, signs, benches, walkways, streets, alleys, and set-backs that have traditionally linked buildings to their environment.

3. Use new plant materials, fencing, walkways, streetlights, signs, and benches that are compatible with the character of the neighborhood in size, scale, materials, and color.
4. Identify and retain plants, trees, fencing, walkways, street lighting, signs, and benches that reflect a property's history and development.
5. Base new site work on documentation or physical evidence. Avoid conjectural changes to the site.
6. Remove or trim plants and trees in close proximity to the building that may cause deterioration of historic fabric.
7. Provide proper site and roof drainage to assure that water does not splash against building or foundation walls, nor drain toward the building.
8. Landscape to provide shade, privacy, screening of non- historic features, and erosion control.

**Avoid:**

1. New construction that is incompatible due to size, scale, and materials.
2. Changes to the appearance of a building site such as removing historic plants, trees, fencing, walkways, outbuildings, and other features before evaluating their importance.

**A. Fencing and Walls:**

**Recommendations:**

1. Retain and repair existing historic fencing and walls.
2. Construct new front-yard fences of vertical pickets in simple designs, or cast iron fencing.
3. Design new fences of appropriate scale on visible main and side elevations. Limit height on street-side elevation to four feet. Wooden, vertical board (stockade) privacy fences up to six feet in height are appropriate on side and rear elevations.
4. Screen existing chain link and hurricane fences with plants and shrubbery.

**Avoid:**

1. Removing historic fences and walls.
2. Cinder block, ornate iron or wooden, rough cedar, post and rail, chain link or hurricane fences.
3. Fences of inappropriate scale that obscure the overall design of a building and its individual features.

- B. Parking and Driveways:** There are currently no driveways extending from the front curb to the rear of the properties within the John Nelson Historic Landmark District. All parking for the homes within this district is accessed via the alley, and is located at the rear of each property.

**Recommendations:**

1. Use existing alleys to provide access to buildings.
2. Limit parking to the rear of buildings.

**Avoid:**

1. Curb cuts and driveways in blocks where they historically did not exist.
2. Parking on the front side of buildings.
3. Asphalt, pebble surfaced concrete, or other non-historic paving materials.

## X. WINDOWS/AWNINGS/SHUTTERS

### Applicable Standards: 2, 3, 6, 9

The placement, design, and materials of windows are often a significant part of the architectural character of a building. The windows in the John Nelson Historic Landmark District are generally double-hung sash in a 1/1, 2/2, or multi-light/1 pattern. Windows in the district are often important stylistic elements. Under Standard 2, the visual role of historic window design and its detailing or craftsmanship should be carefully considered in planning window repair or replacement. Factors to consider are the size and number of historic windows in relationship to a wall surface and their pattern of repetition; their overall design and detailing; their proximity to ground level and key entrances; and their visibility particularly on key elevations.

Whether to repair or replace windows is an issue that can pose considerable problems in a rehabilitation project. Under Standard 6, distinctive windows that are a significant part of the overall design of a building should not be destroyed. Careful repair is the preferred approach. If repair is not technically or economically feasible, new windows that match the original in size, general muntin/mullion configuration, and reflective qualities may be substituted for missing or irreparable windows.

Owners often wish to replace windows to create a new look, for energy efficiency, to decrease maintenance costs or because of problems operating existing units. Tinted windows, windows with high reflective qualities, or stock windows of incompatible design and materials conflict with Standards 3, 6, and 9.

Window design to enhance appearance is not permissible under the standards. The proper procedure is to improve existing windows first. Weather stripping and other energy conservation methods should be employed. If, after careful evaluation, window frames and sash are so deteriorated they need replacement, they should be duplicated in accordance with Standard 6.

The following steps are recommended for evaluating historic windows. First, analyze their significance to the building. Consider their size, shape, color, and detailing. Then consider the condition of the window. Inspect the sill, frame, sash, paint and wood surface, hardware, weather stripping, stops, trim, operability, and glazing. Then, establish repair and replacement needs for existing windows.

If, following careful evaluation, window frames are deteriorated, they can be replaced. Replacement windows must be selected with care. They should match the original sash, pane size, configuration, glazing, muntin detailing, and profile. Small differences between replacement and historic windows can make big differences in appearance.

If 50% or more is deteriorated or missing, then wholesale replacement of windows is allowable. When choosing replacements, the following qualities of the original windows should be used as criteria.

1. *trim detail;*
2. *size, shape of frame, sash;*

3. *location of meeting rail;*
4. *reveal or setback of window from wall plane;*
5. *separate planes of two sash;*
6. *color, reflective qualities of glass.*
7. *muntin, mullion profiles, configuration.*

If these criteria are fulfilled, the new windows need not be exact replicas of the originals. The Standards further permit new windows to be constructed of non-historic materials such as aluminum and vinyl-clad and a tint of up to 10%. Changes to the original dimensions of window openings should be avoided. The rhythm of window and door openings is an important part of the character of buildings in the district. In some instances, new window or door openings may be required to fulfill code requirements or for practical needs. New openings should be located on side or rear walls not readily visible from the front of the structure.

#### **A. Shutters**

Window shutters in the John Nelson Historic Landmark District are not present, although physical evidence remains of their previous presence on the facades of each of the properties. If shutters are replaced on these facades, they should be operable or appear to be operable and measure the full height and one-half the width of the window frame. They should be attached to the window casing rather than the exterior finish material. Wooden shutters with horizontal louvers are the preferred type. Metal and vinyl types should be avoided.

#### **B. Awnings**

Awnings in the John Nelson Historic Landmark District are not present, and are not reflected in any historic documentation of the homes located within the district. Under Standard 3, unless there is physical or documentary evidence of their existence, awnings shutters should not be mounted.

#### **Recommendations:**

1. Retain and repair window openings, frames, sash, glass, lintels, sills, pediments, architrave's, hardware, awnings and shutters where they contribute to the architectural and historic character of the building.
2. Improve the thermal performance of existing windows and doors through adding or replacing weather stripping and adding storm windows which are compatible with the character of the building and which do not damage window frames.
3. Replace missing or irreparable windows on significant elevations with new windows that match the original in material, size, general muntin and mullion proportion and configuration, and reflective qualities of the glass.

#### **Avoid:**

1. Introducing or changing the location or size of windows, and other openings that alter the architectural and historic character of a building.
2. Replacing window features on significant facades with historically and architecturally incompatible materials such as anodized aluminum, mirrored or tinted glass.

3. Removing window features that can be repaired where such features contribute to the historic and architectural character of a building.
4. Changing the size or arrangement of window panes, muntins, and rails where they contribute to the architectural and historic character of a building.
5. Installing shutters, screens, blinds, security grills, and awnings which are historically inappropriate and which detract from the character of a building.
6. Replacing windows that contribute to the character of a building with those that are incompatible in size, configuration, and reflective qualities or which alter the setback relationship between window and wall.
7. Installing heating/air conditioning units in window frame when the sash and frames may be damaged. Window installations should be considered only when all other visible heating/cooling systems would result in significant damage to historic materials. If installation proves necessary, window units should be placed on secondary elevations not readily visible from public thoroughfares.
8. Installing metal or fiber-glass awnings.
9. Installing awnings that obscure architecturally significant detailing or features.
10. Replacing architecturally significant detailing, such as commercial canopies, with awnings.

## X. NEW CONSTRUCTION

### Applicable Standards: 2 and 9

New construction should complement historic architecture. Through sound planning and design, it can reinforce and respect the existing patterns of the historic district. Successful infill design does not have to imitate demolished or extant buildings to be successful. Rather, it picks up significant themes, such as height, materials, roof form, massing, set-back, and the rhythm of openings to insure that a new building blends with its context.

While the Secretary of the Interior's Standards are oriented toward rehabilitation of existing historic buildings, Standards 2, and 9 apply to new construction in historic districts and near individual landmarks. Under Standard 2 the setting of historic buildings should be preserved when new construction is undertaken. The relationship of the new construction to adjacent buildings, landscape and streetscape features, and open spaces should be considered. New construction adjacent to historic buildings can dramatically alter the historic setting of neighboring buildings or the district. Under Standard 9 new construction is appropriate as long as it does not destroy significant historic features, including designed landscapes, and complements the size, color, material, and character of adjacent buildings, neighborhood, and environment.

The following criteria should be used when reviewing new construction in the John Nelson Historic Landmark District.

1. **Height:** The height of new construction should be compatible with surrounding historic buildings. The height of buildings in the John Nelson Historic Landmark District vary between one and 2.5 stories in height.
2. **Width:** The width of new construction should be compatible with surrounding historic buildings.

3. **Setback:** In locating new buildings, the side and rear setbacks should be maintained and aligned with the facades of surrounding historic buildings. Setback is the distance a building is located from property lines.
4. **Proportion of openings:** In designing new construction, the proportion and spacing of openings on adjacent buildings should be maintained. Window openings in the historic district often share similar size, spacing, and shape. Given the height of the buildings, windows are predominately narrow and vertically oriented.
5. **Horizontal Rhythms:** New construction in the historic district should maintain or extend these strong shared streetscape elements in blocks where they appear. Repeated elements on neighboring buildings are characteristic of buildings in the district. Divisions between upper and lower floors, uniform porch heights, and alignment of window and window sills are examples of such rhythms.
6. **Roof forms:** Sloped roofs with pitches similar to those of nearby buildings should be required for new residential construction. All residential buildings in the district have pitched roofs, with gable or hip the predominate type.
7. **Materials:** Materials that are compatible in quality, color, texture, finish, and dimension to those common to the district should be used. The John Nelson Historic Landmark District has a preponderance of masonry buildings, principally brick.
8. **Finish floor elevation:** Effort should be made to provide similar finish floor elevation to surroundings or structures
9. **Garages:** Garages should be constructed to the rear of the front facade of residential structures.

#### **A. SCALE: HEIGHT AND WIDTH**

The proportion of a new building and the major relationship to neighboring buildings are components in establishing compatibility within the neighborhood. The height-width ratio, that is, the relationship between the height and width of the front façade should be of similar proportions to the neighboring buildings.

##### **Recommendations:**

1. New buildings should reflect similar height and width to buildings on adjacent sites.
2. Integrate a new building that is wider than the buildings on adjacent sites by breaking the building mass, or dividing the building width to conform with building widths on adjacent sites.
3. Add a new building which is wider and higher than buildings on adjacent sites only if the new building is divided up to suggest buildings of similar width to adjacent buildings. This is achieved by placing taller masses away from the street and adjacent buildings.

##### **Avoid:**

1. Adding a new building to a site which does not maintain or suggest the widths of buildings on adjacent sites.
2. Adding a new building to a site which does not maintain or blend with the heights of buildings on adjacent sites.

## **B. SETBACK**

To maintain the existing character of the facades within a block, the construction of additions and new buildings should be in conformance with the existing setbacks along that block. Maintaining uniform setbacks of the porte cocheres, porches and main building addresses prevailing patterns of an area and promotes the compatibility of the new building with the neighborhood.

### **Recommendations:**

1. Keep the visual mass of the building at or near the same setback as building on adjacent sites.
2. Keep wings, porches, and secondary structural elements at similar setbacks to porches and porte cocheres on adjacent buildings.

### **Avoid:**

1. Place a building on a site in a location which is greatly different from the location of buildings on adjacent sites.

**NOTE:** If a variance is necessary to allow a new building to have a similar setback to the buildings on adjacent sites, the Topeka Landmarks Commission will review a site plan indicating proposed setbacks and may recommend to the Board of Zoning Appeals that a variance be granted.

## **C. ORIENTATION AND SITE COVERAGE**

The principal facades of new buildings within the district should be oriented parallel to the street. Also, main entryways should be located along these principal facades. This is a consistent pattern throughout the district which should be preserved to maintain the prevailing visual continuity. When this pattern of primary facades and entryways is moved from the street side of the building, the activity along the street will be lost and the character of the district will change.

Lot coverage, or that percentage of lot area covered by buildings on a lot, should be of a similar proportion to the site coverage on adjacent lots. Side and rear setbacks, as governed by the Zoning Code may limit the minimum spacing between buildings; however, the overall proportions of building-to-lot area should remain consistent from lot to lot along the block. If lots are combined to create a larger development, the building-to-lot proportions should be 'suggested' by breaking large building masses into smaller elements. This will visually suggest a relationship with adjacent buildings.

Historically, the proportions of building-to-lots along the SW Taylor Street are consistent. This is a design feature of the district which should be preserved or, at least, visually suggested.

### **Recommendations:**

1. Orient the primary facade of a new building parallel with the street.
2. Provide primary entrances on the street facade.
3. Maintain the building-to-lot proportions present on adjacent sites.

4. Suggest the same building-to-lot proportions of adjacent sites by altering the mass of a large building.

**Avoid:**

1. Orient the primary facade of a new building parallel with the street.
2. Provide primary entrances on non-street facades if no primary entrance exists on street facades.
3. Develop a building which does not maintain or suggest building-to-lot proportions of adjacent sites.

**D. ALIGNMENT, RHYTHM AND SPACING**

Along a block, the uniformity of the proportions of the facades and the spacing of the buildings must be considered in new construction to achieve harmony along the streetscape. Spacing between buildings should be consistent along the street. The consistent spacing of buildings maintains or establishes a rhythm which is historically prevalent in the district. This applies to new construction in both residential and commercial areas within the district.

Porches, protruding bays, balconies, colonnades and other facade elements should be aligned with those of existing buildings along the street. This alignment creates harmony and maintains the rhythm of facade proportions along the block length.

Front widths of new buildings should correspond with other building widths; however, a long facade can be broken into separate elements. This would suggest front widths similar to those of neighboring buildings.

**Recommendations:**

1. Align the facade of a new building with the facades of existing buildings on adjacent sites.
2. Allow the addition of a new building to continue the rhythm of buildings on a block by having similar spacing relative to other buildings along that street.
3. Allow the addition of a new building larger than the buildings on adjacent sites by dividing up the long facade to suggest smaller building masses.

**Avoid:**

1. Place the primary facade of a new building out of alignment with the existing buildings on adjacent sites.
2. Add a building to a site which does not maintain, or suggest the spacing of buildings on adjacent sites.

**E. RELOCATING HISTORIC BUILDINGS**

Relocating a building is a last resort to avoid demolition. From a preservation perspective, relocating a building has many negative consequences. First, the context of the building is lost. The association with the surrounding natural and built environment is destroyed. Left behind are sidewalks, retaining walls, and landscape features that make each building unique.

Moreover, many of the character-defining features that contribute to the architectural significance of a building have to be removed or are seriously damaged as a result of relocation. These include foundations, porches, chimneys, and interior finishes, particularly plaster. Structural damage can also result.

Furthermore, an improperly relocated building can have a negative impact on the setting of existing buildings. Side and front set-back, orientation, scale, mass, and individual features of existing building should be considered when choosing an appropriate site.

Despite the negatives, relocation is preferable to demolition. This is particularly true with regard to buildings whose significance is primarily architectural. There are several essential criteria to be considered when reviewing a proposal to move a building to a new site. They are essentially the same as those for compatible infill. The built environment for the new site should be similar to the old one in terms of the age of the surrounding buildings, their height, materials, set-back, and architectural detail. If not properly planned and executed, a relocated building can be just as incompatible as a poorly designed infill structure.

**Recommendations:**

1. Move a building only when there is no alternative to its preservation. Provide documentation that there is no feasible alternative for preserving a building at its historic location.
2. To mitigate the impact of the relocation, move the building to an existing vacant lot within the historic district in which it is located.
3. In choosing a new site for a moved building, select setting compatible with the original. Consider the age of the surrounding buildings, their height, mass, materials, set-back, and architectural detailing.
4. Properly locate the moved building on its new site. Place the building so that the orientation of its principal facade and front and side setbacks are compatible with surrounding buildings.
5. Provide a new foundation whose design, height, and facing materials match those of the original. Salvage original foundation materials where possible for re-use as veneer on new foundation.

**Avoid:**

1. Relocating a building not threatened by demolition.
2. Relocating a building to a site where the surrounding buildings date from a different period or are architecturally incompatible due to their height, materials, set-back, and detailing.
3. Destruction or alteration of significant features, structures, or archaeological sites at new location.
4. Improperly locating a building on its new site so that its orientation and front and side set-back are incompatible with surrounding buildings.
5. Placing the building on a new foundation whose design and materials are incompatible with the original.

## XI. DEMOLITION

### **Applicable Standards: 2 and 4**

Demolition invariably exerts a negative impact on a historic district. Under current zoning, land use regulations, and market conditions, compatible new construction is often not feasible. Furthermore, eliminating a building from a streetscape is like pulling teeth. Either a conspicuous, void is created, or the replacement, even if well designed, is usually less well designed and constructed than the original.

Demolition of significant buildings, outbuildings, and individual features conflicts with Standards 2 and 4. Demolition alters the essential character and integrity of a building and the district in which it is located.

#### **Demolition of components of potentially character-defining features of the property are permissible under the following criteria.**

1. The feature is secondary in nature and lacking architectural significance.
2. The feature does not comprise a major portion of the historic site.
3. The feature is less than fifty years old and not within the period of significance of the district.
4. There is persuasive evidence that retention is neither technically nor economically feasible.

#### **Demolition of non-significant features of buildings is permissible under the following criteria.**

1. The feature is less than fifty years old.
2. It is not a fine example of a significant architectural style and does not exhibit significant architectural design, materials, or workmanship.
3. It does not contribute measurably to the period of significance described in the district nomination.
4. It is in deteriorated condition and replacement would constitute a level of reconstruction not required in rehabilitation.
5. It obscures earlier significant features.