



## **Planning & Building Department**

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### **Regulations and Standards for Historic Structures and Districts**

#### **PURPOSE**

The purpose of these regulations and standards is to implement the Historic Buildings Code of the City Code and to establish the procedures and standards to be used by the City of Healdsburg Historic Committee in the review of projects subject to its authority.

#### **GENERAL POLICIES**

The Historic Committee shall adhere to the following policies in exercising its authority:

1. The distinguishing original qualities or character of an historic building, structure or site shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features shall be avoided when possible.
2. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
3. Changes which have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own rights and this significance shall be recognized and respected when deemed appropriate.
4. Deteriorated architectural features shall be repaired rather than replaced, wherever possible.
5. Contemporary design for alterations and additions to a historic structure or for new construction in an historic district shall not be discouraged when it does not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, materials and character of the existing structure and/or the district.
6. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

#### **APPLICABILITY**

These regulations and standards shall apply to structures located in designated historic districts that contribute to the historic character of the district and to designated historic structures outside of the designated historic districts.

Approval of the Historic Committee shall be required for the following:

1. Alteration of any designated historic building which results in a permanent physical change
2. The demolition of any designated historic building
3. The construction of new dwellings and new accessory structures greater than 400 square feet in floor area within an historic district

4. The demolition of any building or structure located in a designated historic district that contributes to the historic character of the district
5. Alterations to any building or structure located in a designated historic district that results in a permanent physical change in such a manner as to increase the floor area more than 25% over a 24-month period of time.

In approving such actions, the Historic Committee shall apply the regulations and standards herein.

### **REQUIRED FINDINGS**

In approving or conditionally approving an application, the Historic Committee shall make the following findings:

1. In the case of work to be performed in a designated historic district, the plans show a design which will be compatible with the typical architecture and character of the district.
2. In the case of alterations to a designated historic building, the plans show a design which will be compatible with the existing building and which will not degrade any of the distinguishing original qualities or character of the building.

### **GUIDELINES**

#### **General Guidelines**

##### Recommended Actions

- Retain and preserve features that are important to defining the overall character of an historic building.
- In the event replacement of deteriorated features is necessary, ensure that the new material matches the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

##### Actions Not Recommended

- Removing or radically changing features which are important in defining the overall historic character of a building so that, as a result, the character is diminished.
- Replacing or rebuilding entire major elements when repair or limited replacement of the deteriorated or missing parts is appropriate, so that, as a result, a building is no longer historic and is essentially new construction. Removing a feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
- Creating a false historical appearance because a replaced feature is based on insufficient historical, pictorial and physical documentation.
- Introducing a new feature that is incompatible in size, scale, material or color with an historic building.
- Using a substitute material for a replacement part that does not convey the visual appearance of the surviving parts of the feature or that is physically incompatible.

## **Additions and Alterations**

### Recommended Actions

- Design and install additions and alterations so that they are inconspicuous from a public right-of-way.
- Construct additions so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged or destroyed.
- Consider an addition both in terms of the new use and the appearance of other buildings in the historic district. Design for the new work may be or may reference design motifs from the historic building. In either case, it should always be clearly differentiated from the historic building and be compatible in terms of mass, materials, relationship of solids to voids, and color.
- Design additional stories so that they are set back from the existing wall plane.

### Actions Not Recommended

- Attaching a new addition so that the character-defining features of the historic building are obscured, damaged or destroyed.
- Designing a new addition so that its size and scale in relation to the historic building are out of proportion, thus diminishing the building's historic character.
- Imitating an historic style or period of architecture in new additions, especially for contemporary uses such as drive-in banks or garages.
- Constructing additional stories so that the historic appearance of the building is radically changed.
- Reconstructing a façade with new material in order to achieve a uniform or "improved" appearance.

## **Walls**

### Recommended Actions

- Retain and preserve walls, brackets, cornices, columns, pilasters, capitals and tooling and bonding patterns (masonry) that are important to defining the overall character of an historic building.

### Actions Not Recommended

- Demolishing a load-bearing masonry wall that could be augmented and retained and replacing it with a new wall (i.e., brick or stone), using the historic masonry only as an exterior veneer.

## **Entrances and Porches**

### Recommended Actions

- Retain and preserve porches, steps, stairways, railings, balustrades and door features (e.g., doorway pediments, fan and sidelights, transoms, kick plates) which are important to defining the overall character of an historic building.
- Design and install additional entrances or porches in a manner that preserves the historic character of the building, i.e., limiting such alterations to non-character defining elevations.

- Design enclosures for historic porches in a manner that preserves the historic character of the building. This can include using large sheets of glass and recessing the enclosure well behind existing scrollwork, posts and balustrades.
- Replace porches with the same design as that used for the original.

#### Actions Not Recommended

- Removing an entrance or porch because the building has been reoriented to accommodate a new use.
- Cutting new entrances on a primary elevation.
- Altering utilitarian or service entrances so they appear to be formal entrances by adding paneled doors, fanlights and sidelights.
- Installing secondary service entrances and porches that are incompatible in size and scale with the historic building or obscure, damage or destroy character-defining features.
- Enclosing porches in a manner that results in a diminution or loss of historic character, such as using solid materials like wood, stucco or masonry.
- Replacing a porch with one whose design differs from the original.

### **Windows**

#### Recommended Actions

- Retain and preserve window features (e.g., frames, sashes, muntins, glazing, sills, heads, hoodmolds, paneled or decorated jambs and moldings, shutters) that are important to defining the overall character of an historic building.
- Design and install additional windows on rear or other non-character defining elevations. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.
- Provide a setback in the design of dropped ceilings where necessary to allow for the full height of existing window openings.
- When windows must be replaced, use replacement windows which are an accurate restoration or a new design that is compatible with the window openings and the historic character of the building.

#### Actions Not Recommended

- Changing the number, location, size or glazing pattern of windows through cutting new openings or blocking-in windows so that an historic building's character-defining features are obscured, damaged or destroyed.
- Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes or colors which radically change the sash, depth of reveal, and muntin configuration; the reflectivity and color of the glazing; or the appearance of the frame.
- Obscuring historic window trim with metal or other material.
- Inserting new floors or furred-down ceilings that cut across the glazed areas of windows so that the exterior form and appearance of the windows are changed.

## **Roofs**

### Recommended Actions

- Retain and preserve roof shapes (e.g., hipped, gambrel, mansard), decorative roof features (e.g., cupolas, cresting, chimneys, weathervanes) and roofing materials (e.g., slate, wood, tile, metal as well as its size, color and patterning) that are important to defining the overall character of an historic building.

## **Colors and Finishes**

### Recommended Actions

- Retain and preserve finishes which are important to defining the overall character of an historic building, including coatings, textures and exposed surfaces.
- Repaint with colors that are historically appropriate to the building or district.

### Actions Not Recommended

- Applying paint or other coatings to surfaces which have been historically unpainted or uncoated to create a new appearance.
- Using new paint colors that are inappropriate to the historic building or district.
- Radically changing the type of finish or its color or accent scheme so that the historic character of the exterior is diminished.
- Stripping historically-painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look."

## **Mechanical Equipment**

### Actions Not Recommended

- Installation of heating/air conditioning units in window frames in primary facades of historical buildings.

## **Site Improvements**

### Recommended Actions

- Design new on-site parking, loading docks and ramps so that they are as unobtrusive as possible and assure the preservation of character-defining features of the site.
- Remove non-significant buildings, additions or site features which detract from the historic character of the site.
- Preserve landscape and open space elements which are important to defining the overall historic character of a site.

### Actions Not Recommended

- Introducing a new building or site feature that is out of scale or otherwise inappropriate.
- Introducing a new landscape feature or plant material that is visually incompatible with the site or that destroys site patterns or vistas.
- Placing parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or landscape features or be intrusive to the building site.

- Introducing new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color and texture or which destroys historic relationships on the site.
- Removing an historic building in a complex, a building feature or a site feature that is important in defining the historic character of the site.

### **Commercial Buildings**

#### Recommended Actions

- Restore commercial storefronts and structures to their previous appearance where significant alterations to the original design have occurred.

#### Actions Not Recommended

- Changing a storefront so that it appears residential rather than commercial in character.
- Removing historic material from a storefront to create a recessed arcade.
- Introducing elements such as coach lanterns, mansard overhangs, wood shakes, non-operable shutters and small-paned windows if they cannot be documented historically.
- Changing the location of a storefront's main entrance.
- Using new illuminated signs, inappropriately-scaled signs or logos, signs that project over the sidewalk unless they were a characteristic feature of the historic building, or other types of signs that obscure, damage, or destroy remaining character-defining features of the historic building.