

Help for Your Historic House

Guidelines for Rehabilitating

Albany's Historic Residential Buildings



BEFORE



AFTER



DURING



AFTER

February, 2016

Guidelines for Alterations, Rehabilitation, and Additions

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OTHER ALBANY DOCUMENTS & RESOURCES

- New Construction in Albany’s Historic Neighborhoods – an essential for additions and new construction in Albany’s historic neighborhoods
- Fences in Albany’s Historic Districts & Neighborhoods
- Albany’s Architectural Styles and Glossary of Architectural Terms

These documents are available on the City’s website at <http://www.cityofalbany.net/departments/community-development/historic-preservation/historic-preservation-program> and at Albany City Hall, upstairs in the Community Development Department.

Other helpful resources include some of the *Preservation Briefs* published by the National Park Service online at: <http://www.nps.gov/tps/how-to-preserve/briefs.htm>. Here are some helpful ones for historic homeowners:

- Improving Energy Efficiency: Brief #3
- Wooden Window Repair: Brief #9; Steel Window Repair and Thermal Upgrading: Brief #13
- Architectural Character, Identifying Visual Aspects of a Historic Building: Brief #17
- Rehabilitating Interiors: Brief #18

Many projects are subject to building code and other code requirements. Community Development Department staff (both the Planning and Building Divisions) is located on the second floor of City Hall, 333 Broadalbin Street SW. Staff is available to answer specific questions related to building and land use requirements, 541-917-7550.

Guidelines for Alterations, Rehabilitation, and Additions

PURPOSE OF PRESERVATION GUIDELINES

The purpose of these guidelines is to help property owners and contractors choose an appropriate approach to issues that arise when working on historic buildings so that projects satisfy the standards and review criteria in the Albany Development Code.

These guidelines are also intended to help property owners and others understand the special features and characteristics of Albany's historic structures, and incorporate that understanding into designs for rehabilitation work, alterations, additions, and new construction.

Objectives of the Guidelines:

- Help applicants submit projects that meet the Albany Development Code historic review criteria and the Secretary of Interior's Standards for Rehabilitation. (See next page.)
- Provide applicants, the Landmarks Advisory Commission (LAC), and the City staff with a framework on which to base decisions.
- Maintain the integrity of our historic buildings and neighborhoods.
- Protect property values and investments by owners and the community in the historic districts and in Central Albany.

HISTORIC REVIEW

Exterior alterations can unintentionally alter or destroy a building's distinctive architectural features. Similarly, new construction in an old neighborhood that doesn't recognize the existing patterns of the neighborhood gradually begins to erode the unique character of that neighborhood. This is not a matter of cheap versus expensive construction, but rather thoughtful design that recognizes context.

To protect the integrity of Albany's historic resources, the City of Albany adopted the preservation ordinance in 1985. It requires all buildings built before 1946 in the National Register Historic Districts and those included on the City's Local Historic Inventory to **get historic approval** for:

- ALL exterior alterations and additions,
- Demolitions or building relocation, and
- New buildings over 100 square feet (including prefabricated sheds).

All buildings within the National Register Historic Districts are on the National Register and are also on Albany's Local Historic Inventory.

Local historic review and approval is **not required** for:

- Interior alterations (the State regulates interiors of properties on the Special Assessment Program.)
- Paint colors, or
- Routine maintenance that repairs and replaces with the same material (excluding new windows and doors).

Guidelines for Alterations, Rehabilitation, and Additions

Historic review and approval will likely be required for your rehabilitation or construction project if it affects the EXTERIOR in any way. We have included a symbol (**HR*) throughout this document to indicate when historic review and approval is required.

EXTERIOR ALTERATION REVIEW CRITERIA

The Albany Development Code, Article 7: Historic Overlay Districts contains the following criteria:

7.150 Exterior Alteration Review Criteria. Exterior alterations must meet one of the following criteria to be approved:

- (1) The proposed alteration will cause the structure to more closely approximate the historical character, appearance or material composition of the original structure than the existing structure, OR
- (2) The proposed alteration is compatible with the historic characteristics of the area and with the, size, scale, materials and architectural features.

In addition, the Secretary of Interior's Standards for Rehabilitation (**national review criteria**) are used as guidelines in determining whether a project meets the review criteria.

7.160 Secretary of Interior's Standards for Rehabilitation. (These standards are explained in more detail in Appendix A.)

1. A property will 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 will be retained and preserved.*** The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will 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, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. ***Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.***
6. ***Deteriorated historic features will be repaired rather than replaced.*** Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color (not including paint colors), texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

Guidelines for Alterations, Rehabilitation, and Additions

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken. (See Appendix A for more information.)
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 will 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.

Article 7: Historic Overlay District in the Albany Development Code is available on the City's website at <http://www.cityofalbany.net/departments/community-development/drc/development-code>, at the Community Development Department counter in City Hall, or you can ask that one be mailed to you.

Guidelines for Alterations, Rehabilitation, and Additions

PORCHES AND STAIRS

The front porch is a characteristic feature of most historic houses in Albany and plays a very important role in our buildings. It will often include some of a building's most important decorative features such as columns, balusters, newel posts, brackets, and molded cornices. Porches and stairs also create a lively transition between: inside and outside, building and street, light and shade. They can be energy saving because they shade the house when it is hot and protect the entry from the weather and rain - two conditions that together cover the entire year in Albany.



418 7th Ave SW

Some of the most common changes that diminish architectural character occur at porches and stairs. These include replacing original wood columns with simple posts, and replacing ornamental wood railings with incompatible new ones in wood or metal.

PORCH DETAILS

- Porch floors were typically made of tongue and groove lumber, run perpendicular to the house, slope away from the house, and were often protected with gray “porch or deck” paint.
- Porch and stair railings, spindles (balustrade and balusters), columns, and newel posts are common on many houses. Ornate houses from the Queen Anne time period often used turned balusters and columns and sometimes newel posts. Bungalow and Craftsman style houses use simpler more substantial columns and often have solid walls instead of balusters.
- Stair treads are usually 12-inch by one-inch wood boards that include a bull-nosed (rounded) edge.
- Roofing material of the porch typically matches the roof of the house, as do the details of a porch’s eaves.

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR’S STANDARDS

Porch and stair projects must meet the following review criteria:

- 7.150 The proposed alteration will cause the structure to more closely approximate the historical character, appearance or material composition of the original structure than the existing structure, OR the alteration is compatible with the historic characteristics of the area and with the size, scale, materials and architectural features.
- 7.160 (2) The historic character of a property shall be retained and preserved. The removal of distinctive materials or alterations of features, spaces, and spatial relationships that characterize a property shall be avoided. (This standard is described in more detail in Appendix A.)

Guidelines for Alterations, Rehabilitation, and Additions

- 7.160 (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.
- 7.160 (5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.
- 7.160 (9) Exterior alterations or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property.

GUIDELINES FOR ACCEPTABLE REHABILITATION

Do not remove original porch elements and decorative features such as columns, railings, and stairs.

DO THIS:

1. **Original Features** - Retain and restore original elements of porches and stairs such as balusters, decorative features, newel posts, columns, flooring, and stair treads.
 - If rebuilding is necessary due to structural instability, reuse as much of the original materials as possible.
 - Match original materials, proportions, and details when replacing deteriorated features.



Guidelines for Alterations, Rehabilitation, and Additions

2. **Missing or Altered Features** - If elements of a porch are missing or were altered, the new porch elements should be based on as much evidence as possible about the original porch's design, shape, and details. Sources for evidence include: old photographs, historic Sanborn fire insurance maps, paint lines, remnants of porch foundations, and oral descriptions from previous owners or neighbors. ***HR**

Where little or no evidence of the original porch remains, a new porch should reflect details of porches on houses of the same architectural style. ***HR**

THIS



AFTER

NOT THIS



BEFORE

526 5th Ave SE. The original stairs and balusters were long gone on this house. The owners used details remaining on the porch to create an appropriate design for new balusters.

3. Alterations to improve the safety of porch stairs and handrails should not alter original features and be as inconspicuous as possible (see pictures below). ***HR**

THIS



630 5th Avenue SW

THIS



530 Ferry Street SW

New pipe was added along the top of the new, but compatible railing (left picture) to meet building code requirements, but was done in a way to protect the historic character. A pipe rail was installed inside the original columns (right picture) to provide additional safety.

Guidelines for Alterations, Rehabilitation, and Additions

UNACCEPTABLE REHABILITATION:

NOT THIS:

1. Removing original materials and decorative features such as columns, balusters, or cornices. ***HR**
2. Replacing original features with ones in a different design and/or material whose design and appearance are not in keeping with the original, including stair treads. For example, standard 2x4 lumber is not appropriate for handrails. ***HR**
3. Replacing non-original or non-compatible stair treads, handrails, or balusters with non-compatible materials (such as standard 2x4, 2x6, and 2x2 lumber). ***HR**
4. Adding porches or decks on significant elevations if they were not there historically. ***HR**
5. Enclosing open porches on highly visible portions of a building. ***HR**

NOT THIS



NOT THIS



NOT THIS (inappropriate windows, shutters, porch railing & stairs, and satellite dish location):



A house outside of Albany's historic districts.

Guidelines for Alterations, Rehabilitation, and Additions

DOORS & ENTRANCES

Front entrances, including the front door, were carefully designed as an integral part of the front façade of your building. Doors not only provide access to a building, they were also the main source of ventilation for living spaces. However, as houses moved beyond being merely dwellings, doors and entrances grew to become important expressions of architectural style. Front doors vary in style to compliment the architecture of your building.



1880s-1910s – This panel door with glass on top is common – used in pairs on more ornate houses and alone on many styles.



1920s Colonial and other Revivals – solid panel door with side and fan lights to let light in.



A common door for Craftsman & Bungalow's styles

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

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- 7.160 (2,5) The historic character of a property shall be retained and preserved...The removal of distinctive features...shall be avoided...Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.

GUIDELINES FOR ACCEPTABLE REHABILITATION (CONTINUES to next page)

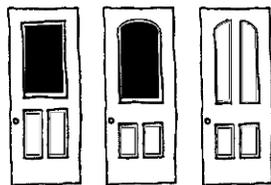
Repair damaged areas. Replace only parts that cannot be repaired with matching parts in the same material, dimension, and design.

Guidelines for Alterations, Rehabilitation, and Additions

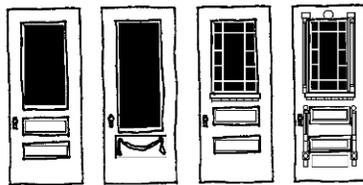
DO THIS:

1. Retain and repair all elements of historic door openings such as doors, screen doors, trim, transom windows, side- lights, and hardware.
2. When damaged beyond repair, replacement doors should match the original door in material (usually wood), size, shape, dimensions, and proportion. If the original door is gone, look at the drawings below and on houses of the same style for design details and ideas. **HR*
3. **Glass/glazing** in doors and transom windows should be compatible with the building style. All new glass shall be **clear and not tinted** (colored) or semitransparent (frosted, etc.), unless documentation indicates such glass/glazing historically existed or it is determined that such glass is appropriate based on a building's architectural style.
4. If the original hardware is missing from an historic door, replacement hardware should be compatible historic or replica hardware, or unobtrusive and compatible new hardware.
5. **Screen and storm doors** should be simple in design. Any ornamentation should be based on historic precedent and in keeping with the character of the door and entrance design.
6. New entrances or handicap accessibility required to meet building codes should be located on side or rear walls/doors not readily visible from the street. **HR*

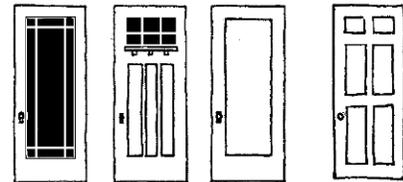
THIS:



1860-1870/ Italianate



Queen Anne/1880-1910



Craftsman/Bungalow

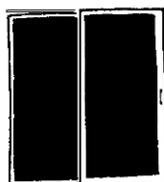
Colonial
Revival

UNACCEPTABLE ALTERATIONS

NOT THIS:

1. Change original door and/or opening sizes. **HR*
2. Remove historic doors or features, transom windows, and side lights that can be repaired. **HR*
3. Replace deteriorated or missing doors with stock doors or doors of inappropriate designs or constructed of materials other than wood. **HR*
4. Change the location of doors and entrances that alter the architectural character of the building. **HR*
5. Install door styles that evoke a different era than that of the building, such as solid and sliding glass doors. **HR*

NOT THIS:



Slider



Wagonwheel



Flat panel

Guidelines for Alterations, Rehabilitation, and Additions

WINDOWS

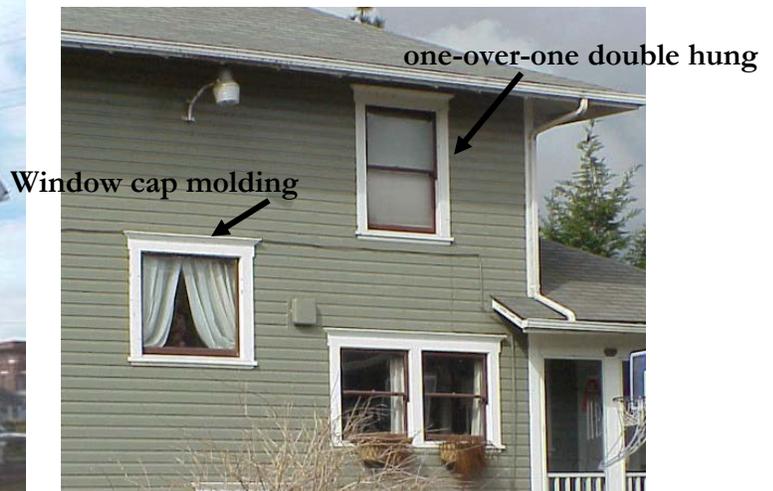
Windows provide for light and ventilation in the historic house. The design and pattern of window openings in a building is **one of the single most important elements in defining its character and the date of construction**. The City of Albany (and most communities in Oregon and the nation) follow the Secretary of Interior's Standards for Rehabilitation for historic properties, which **requires original windows be repaired whenever possible**. This is more practical than most people realize, but many windows are needlessly replaced because owners don't know how to evaluate, repair, and weatherize. Wooden windows that are repaired and properly maintained will continue to work well and contribute to the historic character of the building for another hundred years or more.

WINDOW DETAILS

- *Double-hung* wooden windows, two sash parts that move, are the most common window type in Albany. *Casement* windows, which are hinged on the side, were common – especially over kitchen sinks. *Fixed* windows are inoperable and are less common, especially before 1900.
- The oldest windows used multiple panes of glass because glass came in smaller sizes. As larger pieces of glass became more affordable, fewer panes were used and hence the “one-pane” sash is the most common found in Albany. Beginning with the Craftsman era in the 1910s, windows often incorporated craftsmanship and multi-paned sashes were used as a decorative feature.
- Houses built up to 1935 typically incorporated double-hung windows – arranged singly, pairs or more, depending on the architectural style. These windows were trimmed with wood.



238 2nd Avenue SW. This c.1865 house has six-pane windows or “six-over-six” windows, the oldest style in Albany.



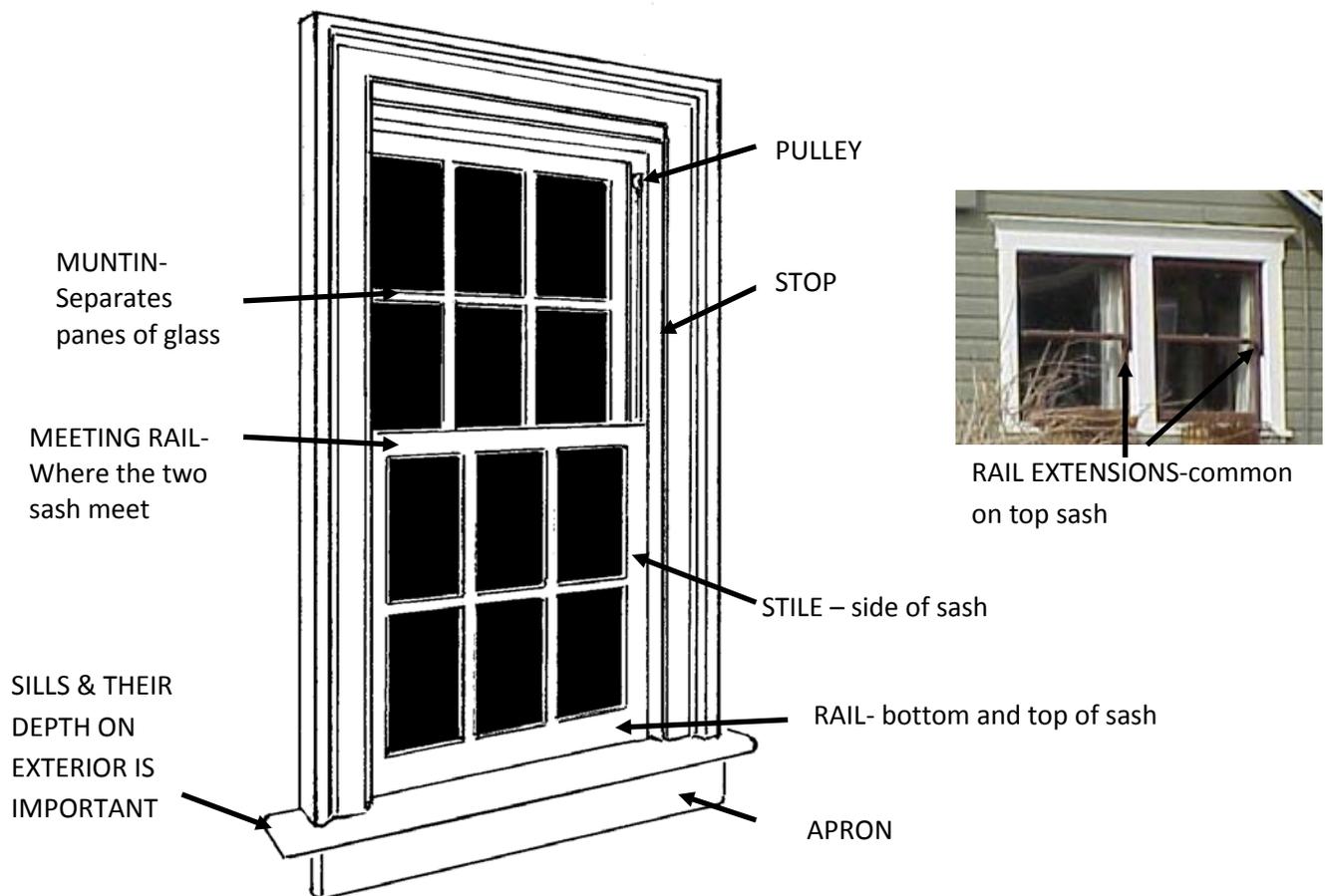
615 3rd Avenue SE. This Craftsman has single pane or “one-over-one” windows, as well as a fixed window. One-over-one windows are Albany's most common window style.

Guidelines for Alterations, Rehabilitation, and Additions



231 7th Ave SE. The craftsmanship of this Bungalow includes multi-light windows. The set of 3 windows provide a horizontal effect.

- The mid-1930s marked the introduction of steel sash, large picture windows, and corner windows; though in Oregon the abundant timber supply meant that wood windows continued to dominate through the 1950s. Glass blocks were sometimes used on each side of entrance doors and in laundry rooms and bathrooms.
- Wood storm windows and screens were hung from two hooks at the top of the casing on the exterior of a building, and were usually painted the same color as the window sash.



An **INSIDE VIEW** of a window.

Guidelines for Alterations, Rehabilitation, and Additions

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

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- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.

GUIDELINES FOR ACCEPTABLE REHABILITATION

Repair deteriorated window parts. Replace only parts that cannot be repaired with matching parts in the same material, dimension, and design.

DO THIS:

1. Repair or replace missing or deteriorated parts – including muntins, sash, casings, and sills.
2. To improve **energy efficiency**, existing windows should be repaired and retrofitted using weather-stripping and storm windows. Some windows can be slightly altered to accept clear insulated glass. (For more energy efficiency tips, visit: <http://www.cityofalbany.net/departments/community-development/historic-preservation/historic-preservation-program>.)
3. If original windows cannot be repaired, new windows need to match the original window details – **including materials (wood)**; opening size; style and muntin pattern; muntin size, shape, width, and profiles; and rail extensions. Snap, clip, interior, or glue-on muntins are not acceptable. **HR*
4. If a previously altered, non-original, or non-compatible window is being replaced visible from the street, the new window should conform to the original opening and be of a style, color and material appropriate to the building. (See example at the top of the next page.) **HR*
5. When there is no evidence of the original window, the new one should be compatible in material, style and proportion to others on the building or in the district. **HR*
6. New **glass shall be clear** and not tinted (colored) or semitransparent (frosted, etc.), unless documentation indicates such glass/glazing historically existed or it is determined that such glass is appropriate based on a building's architectural style.
7. Wood **storm and screen doors** are preferred. If aluminum or other metal storm/screen doors are used, it is best that they are prefinished or painted a color to match the door or trim.
8. Unless replicating an historic storm/screen door, it is best if they are simple in design, do not obscure the primary door design, and do not include decorative details and simulated muntins (grids).

Guidelines for Alterations, Rehabilitation, and Additions

THIS



AFTER

NOT THIS



BEFORE

639 3rd Ave SE. The original first floor windows were replaced with a central metal window (right photo). During restoration, the owner found evidence of 2 windows and restored them to the original location and design.

UNACCEPTABLE ALTERATIONS

Historic windows are in style and sustainable! Old growth, dense fiber wood lasts longer than new wood windows or vinyl. Original molding profiles provide authentic character that is not easily recreated. Wood windows are also sustainable because they have already been created and have embodied energy, and are made of materials natural to the environment and are renewable. Vinyl windows are created through a toxic petroleum manufacturing process, are not repairable, and are harmful to the environment when they are inevitably thrown away.

Maintenance and repairs will keep your windows functional for another century. REALLY!

Weatherizing works! Much more heat is lost through the roof and walls than through windows. Most heat loss through windows is not through the glass but gaps between sash, jamb, frame and rough opening.

- Ensure sash locks hold meeting rails tightly in place.
- Install spring weather stripping along meeting rails and the sides.
- Replace missing or cracked putty and prime/paint when putty is cured.
- Storm windows increase energy efficiency by almost 100%.
- Caulk around doors and windows with acrylic latex caulk.
- Shades or blinds inside the frame that touch the edges and sill can reduce heat loss by up to 27%.
- Adding 3.5 inches of insulation to the attic can save more energy than new windows.

Sources for repair how-to:

- ✓ *Technical Brief #9 The Repair of Historic Wood Windows* - <http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>
- ✓ *The Secretary of the Interior's Standards For the Treatment of Historic Properties with Guidelines for Preserving, Restoring, Rehabilitating and Reconstructing Historic Buildings* - <http://www.nps.gov/tps/standards/four-treatments/standguide/index.htm>
- ✓ www.historichomeworks.com – Watch repair videos at “Retro Video”

Guidelines for Alterations, Rehabilitation, and Additions

NOT THIS: **HR - All actions*

1. Replacing windows unless they are deteriorated beyond repair. **HR*
2. Replacing original wood windows with windows in a different material. **HR*
3. Changing window opening sizes. **HR*
4. Blocking or removing window openings. **HR*
5. Creating new window openings or eliminating original window openings. This should be considered only when necessary and should be avoided on significant, highly visible elevations. **HR*
6. Adding shutters, unless the house had them originally. Oregon's mild climate does not warrant the need for shutters – operable or otherwise. **HR*

NOT THIS



THIS



NOT THIS



Top sash is not recessed. Muntin pattern not the same.

Thin window frame and trim.

Not Acceptable

- Vinyl or metal windows. Why? The vinyl windows have altered all of these buildings so that they no longer contribute to a district's architectural or historical characteristics.
- Windows that do not duplicate the style, dimensions, or material of the original windows.



The window openings were altered when wood double-hung windows were changed to vinyl horizontal sliders. The window frames were replaced with simpler, thinner frames.

Guidelines for Alterations, Rehabilitation, and Additions

SIDING, TRIM & WOODWORK

In Oregon, wood was the predominant building material used for residential architecture. It was abundant, cheap, and easily worked to produce siding, moldings, decorative features and interior finishes. It is important to identify and protect character defining wood features such as cornices, brackets, stick work, stair rails, or window moldings.



632 Baker Street SW



532 7th Avenue SW

WOODWORK DETAILS

- Historic siding, trim and other woodwork provide important physical evidence of a building's history and add value to a building's historic character. When historic materials are replaced, the irregularities that record the building's evolution through time and give it its character are lost.
- Horizontal siding was the most common in Albany and comes in three distinct types: lap, drop, and shiplap. Siding typically ranges from 4 to 8 inches in width.
- Wood shingles of different designs can be found on houses in combination with horizontal siding for pre- 1910 homes, and as the main siding on post-1910 houses. Sometimes large shingles were placed over original siding to modernize homes.
- Architectural details on a historic house are often found at the roof peak, in gables, above windows, at the corners of houses, and in belt courses and water tables.
- Ornate decorative details (often referred to as “gingerbread”) often occurred on pre-1910 homes. Eave brackets and exposed rafter tails are character-defining features on Craftsman style homes, post 1910.
- Moldings are located where a vertical and horizontal surface meets (like where the wall meets the roof).

Guidelines for Alterations, Rehabilitation, and Additions

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

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- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.

GUIDELINES FOR ACCEPTABLE REHABILITATION

Repair deteriorating woodwork. Replace missing woodwork with woodwork that matches in material, size, and design.

DO THIS:

1. Whenever possible, repair and preserve all original woodwork - siding, trim, cornice, and decorative elements, even if worn or damaged. Unrestored wood siding may look beyond repair but may be in better condition than it looks (and new wood of the same quality is expensive)!
2. Repair and retain split boards by nailing or gluing them. Rotten sections should be cut out using a saw, chisel or knife. The new piece to be inserted must match the original in size, dimension, profile, and texture.
3. Replace with matching materials only if damaged beyond repair or if the material is unsound. As a rule, the following are conditions that generally do justify replacement:
 - Badly rotten wood
 - Boards with multiple splits that cannot reasonably be repaired
 - Burned wood
 - Missing wood
4. Missing decorative details may be added when there is evidence that they existed. Evidence can be found from old photographs, remnants left on the building, paint lines where parts were removed, nail holes, old notches and cut outs in siding and trim. ***HR**



Guidelines for Alterations, Rehabilitation, and Additions

5. New materials may be considered (typically only on facades not visible from the street) if they can be painted and the dimensions and the finished visual effect appears the same as wood. ***HR**

UNACCEPTABLE ALTERATIONS

NOT THIS:

1. Replacing deteriorated woodwork and siding with different materials, styles, or patterns. ***HR**
2. Vertical board and T-1-11 plywood, vinyl, and aluminum for siding. Other siding materials that are *usually* inappropriate in Oregon include brick and cement stucco. ***HR**
3. Adding details that have no evidence of having existed. For example, window and door trim was sometimes different and more simple on the sides and/or the rear of a building. ***HR**
4. Removing decorative elements simply because they are not original to the building. They may have significance of their own or are evidence of the evolution of the building. ***HR**
5. Covering original details. ***HR**

Guidelines for Alterations, Rehabilitation, and Additions

ROOF FEATURES



940 Ferry Street SW. This front gable roof has boxed eave returns; a pedimented gable accents the entry; the bay window has a hipped roof; and the porch a shed roof.



138 7th Avenue SW. Hipped roofs, pedimented gable porch roof, exposed rafter tails, and deep eaves are character-defining for this 1912 Colonial Revival.

ROOF DETAILS

- Form. Albany's residences have mostly gable and hipped roofs for residential properties. Mansard and gambrel roofs are rarer.
- Pitch. Roof pitches are generally medium to steeply pitched (more than 8:12 pitch).
- In Oregon, wood shingles were the common roofing material prior to 1920, when composition shingles came into popular use.
- Dormers open up a second floor or an unused attic space to add room, light, and/or egress. Dormers were typically modest in size and number and finished the same as the house.
- Chimneys make an important contribution to a building's architectural character. They create visual interest by adding balance, variety and liveliness to roofs and walls. Most of Albany's chimneys are brick. Chimneys are especially subject to damage because of their exposure to wind, rain and temperature extremes, but with occasional maintenance, they can last as long as any other part of a building.



338 6th Ave. SW. This French Second Empire house has a mansard roof, dormers, eave brackets, and chimneys.

Guidelines for Alterations, Rehabilitation, and Additions

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

- 7.150 The proposed alteration will cause the structure to more closely approximate the historical character, appearance or material composition of the original structure than the existing structure, OR the alteration is compatible with the historic characteristics of the area and with the, size, scale, materials and architectural features.
- 7.160 (2,5) The historic character of a property shall be retained and preserved...The removal of distinctive features...shall be avoided. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.

GUIDELINES FOR ACCEPTABLE REHABILITATION

Retain and rehabilitate structural and decorative features like dormers, chimneys, exposed rafters, and decorative work.

DO THIS:

1. If a portion of the original roofing exists, a section of it can be saved to document patterns, materials, and textures for matching in the future.
2. Roof repairs should match the original shape, pitch, and materials. Wood shingle roofs are encouraged; however, composition shingle roofs are a suitable replacement.
3. Unique roofing materials (such as tile) are often character-defining features and need to be maintained and replaced in-kind. **HR*
4. Eave and Gable Details: Retain distinctive decorative features such as eave brackets, gable-end details, and cresting.
5. Gutters. Built-in gutters should be repaired or reconstructed in a similar configuration using alternative materials. Gutters and downspouts should match the building body and/or trim color. Where exposed rafter tails were original, roof mounted or half-round hung gutters are preferred. Consider channeling water run-off on the ground rather than installing gutters when none originally existed.
6. Adding a slope to a problem flat roof if it is not visible from the ground or does not affect the character of the building. **HR*
7. Dormers. New dormers or roofs should be added at the rear or side rooflines that are not visible from the street. Dormers should be in keeping with the character and scale of the dwelling and other windows, and should not be introduced on front facades. **HR*
8. Chimneys. Maintain the dimensions, design and materials of old or original chimneys. If no longer in use, chimneys should be capped rather than removed.



Decorative sunburst and scales in gable help define this Victorian home.

Guidelines for Alterations, Rehabilitation, and Additions

9. Repoint chimneys and replace missing bricks using materials that closely resemble the existing in color, texture and hardness.

UNACCEPTABLE ALTERATIONS

NOT THIS:

1. Installing roof features that never existed or that create a false historical appearance. This can include cupolas, cresting, and chimneys. ***HR**
2. Metal roofs and other incompatible roof materials. ***HR**
3. New dormers out of scale with the house or too close to the front façade. ***HR**
4. Skylights. ***HR**
5. Changing a roof pitch. ***HR**
6. Painting chimney masonry that was never painted, or coating chimneys with stucco, asphalt or other materials if not done originally. ***HR**
7. Replacing masonry chimneys with metal, concrete block or other materials out of keeping with a building's character. ***HR**
8. Removing chimneys that are sound and/or changing the height and design of an existing chimney. ***HR**

THIS



Original dormers in scale with house.

NOT THIS



New dormers NOT in scale with house.



Guidelines for Alterations, Rehabilitation, and Additions

FOUNDATIONS

The foundation is one of the most important parts of a building. In many house styles, foundation elements can be an important part of the overall design of the facade. Foundation height helps to establish the design of a structure. Porch steps, water tables, vents and access doors or windows, are features that are considered to be part of the foundation. Every measure needs to be taken to preserve these details with the replacement of a foundation.

215 7th Ave SW. The house foundation is covered with siding and the porch uses lattice.



FOUNDATION DETAILS

- The most common types of foundations in historic Albany buildings are: post and beam/pier, masonry or stone (until about 1900), and concrete after 1900.
- With all foundations, settling can cause problems. If you find large cracks or evidence of settling in your foundation, seek an engineer's advice.
- Often foundations were covered with 1" x 4" vertical wood skirting. If skirting exists make every effort to replicate the historic look and material after the masonry foundation is installed. Textured paint and thin coat stucco can be applied to concrete block and poured concrete foundations to imitate the historic appearance of a parged surface.
- Historically, lattice, brick or other masonry generally constituted infill between foundation piers. These infill materials protected the underside of the house, allowed ventilation, and in some instances, provided additional decoration.



140 5th Ave SE. Brick foundation



Parge finish over brick foundation.

Guidelines for Alterations, Rehabilitation, and Additions

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

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- 7.160 (2,5) The historic character of a property shall be retained and preserved...The removal of distinctive features...shall be avoided. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.

GUIDELINES FOR ACCEPTABLE REHABILITATION

Changes to foundations must match or be compatible with original foundations in height and use of materials.

DO THIS:

1. Retain, repair as needed, or replace historic foundations and any enclosures with matching materials. For example, brick foundations should be repointed when mortar is missing or failing.
2. If foundation enclosures are missing, enclose with an appropriate materials such as lattice or siding.
3. The height of the replacement foundation should match the original. Consider stairs, access doors, windows, and ventilators; and ensure that the installation of the foundation will not detract from character defining features of the structure. These might include unique moldings or the water table that runs horizontally around the base of many older houses. ***HR**
4. Plantings of appropriate shrubbery and perennials can help to disguise new foundations.
5. Wood posts should be separated from the concrete footing by a moisture barrier, commonly a piece of 30 pound felt paper.
6. Bolting the sill to a foundation is a good idea for seismic safety and to obtain earthquake insurance.

UNACCEPTABLE ALTERATIONS

NOT THIS:

1. Removing historic foundation enclosures unless they are deteriorated and irreparable. ***HR**
2. Using an infill material which is inappropriate to the style of the building. ***HR**
3. Using historically inappropriate material such as concrete block, stucco, or plywood as infill. ***HR**
4. Decorative concrete block should be avoided. ***HR**

Guidelines for Alterations, Rehabilitation, and Additions

UTILITY & MECHANICAL SYSTEMS, SKYLIGHTS, AND SOLAR PANELS

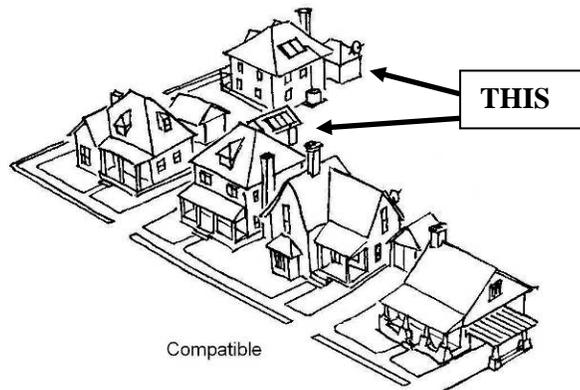
DEVELOPMENT CODE CRITERIA/SECRETARY OF INTERIOR'S STANDARDS

- 7.150 The alteration is compatible with the historic characteristics of the area and with the, size, scale, materials and architectural features.
- 7.160 (2,5) The historic character of a property shall be retained and preserved...The removal of distinctive features...shall be avoided.

GUIDELINES FOR ACCEPTABLE REHABILITATION

DO THIS:

1. Place television antenna, satellite dish and mechanical equipment, such as air conditioners, in an inconspicuous location, preferably a side or rear elevation where they cannot be seen from the street. Screen with plantings or low fences if necessary.
2. Locate solar panels or skylights on rear and side elevations so they are not easily visible from the public right-of-way. Panels/skylights shall be installed flat and not alter the slope of the roof and be removable. **HR.*



UNACCEPTABLE ALTERATIONS

NOT THIS:

1. Skylights, solar panels, and mechanical and other equipment installed on the front facades and sections of the house visible from the street. **HR*

NOT THIS



NOT THIS



Guidelines for Alterations, Rehabilitation, and Additions

GARAGES & OUTBUILDINGS – REHABILITATION

Garages and outbuildings must not be overlooked as important components of historic properties. No single invention has changed the way we live and how our environment looks more than the automobile. In the 1890s the automobile was a novelty of the rich, but by 1910 auto ownership was so widespread that a new building type had to be invented. For a period, carriage houses were converted to accommodate the car. With the building boom of the 1910s the single-car detached garage was constructed with typical measurements of 12 x 18 feet. Multicar garages were built by repeating these proportions. Garages were often designed to match the siding, roof form and details of the houses for which they were built.

GARAGE AND OUTBUILDING BUILDING DETAILS

- Common garage and outbuilding roof forms in Albany include gable, hipped, and flat.
- Floors were usually poured concrete, but some were gravel, or simply board or dirt.
- The historic garage and outbuilding had windows to provide ventilation and light. One window on each wall was typical and the stock sash units were common and occasionally hollow clay was used for fireproof.
- Early garages often had exposed rafter tails; some have eaves finished in the same manner as the house.
- Accessory buildings are subservient to the primary building and should be placed at the rear of the lot behind the house to limit their visual impact as seen from the street. If alleys exist, they front the alley.
- The *garage door* is the key element in garage design and will help date the structure. The first garage doors were similar to barns, with big strap hinges, and doors that swung outward. New door types were soon invented, with sliding doors on tracks, divided into vertical sections, sliding along the interior wall of the garage. Bifold and accordion doors were also common. Typical early garage doors were often paneled, with the top third glazed. The sectional roll-up door, the most popular today, appeared in the late 1910s.
- Whatever paint color is most appropriate to the style and age of your house also applies to outbuildings.
- Although uncommon in Albany's historic districts, there was ultimately a complete integration of house and garage. Basement-level garages were built under the main living quarters, sometimes with a steep down-sloping driveway. With the post World War II boom and full acceptance of the automobile, the blank-faced double-garage door was unabashedly displayed on the primary facade of the house.

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

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- 7.160 (2,5) The historic character of a property shall be retained and preserved...The removal of distinctive features...shall be avoided. Distinctive features, finishes, and construction

Guidelines for Alterations, Rehabilitation, and Additions

techniques or examples of craftsmanship that characterize a historic property shall be preserved.

- 7.160 (6) Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement, the new feature shall match the old in design, texture, and other visual qualities, and where possible, materials.

GUIDELINES FOR ACCEPTABLE REHABILITATION

Garage and out buildings should reflect the character and scale of the house.

DO THIS:

1. Garages and original outbuildings should be maintained and repaired.
2. Original garage doors, “people” doors, and windows add significantly to the character of a garage and should be repaired and retained. Replacement parts should be compatible with original design.
3. If original garage doors are inoperable or if the original door is missing, period style swinging doors can be constructed as one door, and be activated with a garage door opener, retaining a historic look while providing convenience. **HR*
4. For **garage doors facing streets**, careful consideration should be given to both design and materials. Door designs that evoke an historic garage door, or include panels, windows and traditional detailing are preferred. Wood is preferred, but use of synthetic materials may be considered if the surface can be painted and the finished visual effect appears the same as a wood door.
5. For **garage doors facing alleys**, traditional panel doors are preferred over plain, flush doors, although visibility from a street and simplicity of garage design may be taken into account when determining if a simple door is appropriate. Synthetic materials may be considered if the design and detailing is substantially similar to a traditional wood door and if the surface can be painted.

THIS



Acceptable new garage doors – 7th Ave SW

THIS



Acceptable new building – 6th and Baker

Guidelines for Alterations, Rehabilitation, and Additions

UNACCEPTABLE ALTERATIONS

NOT THIS:

1. Eliminating original or adding new door openings, especially on significant facades. Any new openings should be distinguishable from the original openings.
2. Sliding glass doors.
3. Door styles that evoke an era pre-dating the building.
4. Altering two single garage door openings to one double door opening, especially when the garage fronts a street or is visible from the street.
5. New overhead roll up doors constructed of inappropriate fiberglass and other light weight materials – and incompatible designs. ****HR***

NOT THIS



NOT THIS



Guidelines for Alterations, Rehabilitation, and Additions

ADDITIONS TO HISTORIC BUILDINGS

Additions to historic buildings may be needed or desired to make projects economically feasible, to satisfy fire and building code requirements, to house mechanical systems, and for other personal or practical reasons.

DEVELOPMENT CODE CRITERIA & SECRETARY OF INTERIOR'S STANDARDS

- 7.150 (2) The alteration is compatible with the historic characteristics of the area and with the, size, scale, materials and architectural features.
- 7.160 (9) New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- 7.160 (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.

GUIDELINES FOR ACCEPTABLE ADDITIONS

Additions must not significantly alter or obscure original distinguishing qualities of historic buildings.

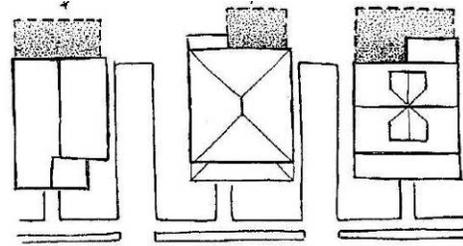
DO THIS: *HR - All additions require historic review.

1. Additions should be designed to have the least impact upon character defining features and should be located inconspicuously when viewed from the street.
2. Additions are secondary (smaller in scale) to the original building in scale, design, and placement.
3. Additions should be in keeping with the original building's design, roof shape, materials, color, and rhythms of window and door placement; yet should be distinguishable from the historic building.
4. Keep the exterior walls of the original building as intact as possible and use existing door and window openings for connecting the addition to the building.
5. **Roofline additions** such as dormers should be added at rear or side rooflines not visible from the street.
6. **Dormers** should be in keeping with the character and scale of the dwelling.
7. Other roof additions such as decks or balconies are discouraged and will only be permitted when not visible from the street.



Guidelines for Alterations, Rehabilitation, and Additions

THIS



806 5th Avenue SW. Rear second-story addition.

NOT THIS:

1. Additions on front facades. **HR*
2. Imitating an earlier style or period of architecture in additions. **HR*
3. Addition of **new stories** at a readily visible roofline and that are out of scale with the original structure. **HR*
4. Adding height to a building that changes its scale and character. Changes in height should not be visible when viewing the principal facades. **HR*
5. If **additions to roofs** are desired such as new dormers, these should be added at rear or side rooflines that are not visible from the street. **HR*
6. **Dormers** should be in keeping with the character and scale of the dwelling; should not be introduced on front facades. **HR*
7. Decks or balconies visible from the street. **HR*

Guidelines for Alterations, Rehabilitation, and Additions

APPENDIX A

THE SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION

Based on accepted principles and practices, the National Park Service created *The Secretary of the Interior's Standards for the Rehabilitation of Historic Properties* in the 1970s to serve as **national standards** for rehabilitation work on historic properties. The Standards are in ***bold italics*** and are then explained.

1. A property will 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.

When a house remains in residential use this is less of an issue, though modern residential needs are quite different from those of, say, the 1920s. Kitchens and bathrooms are commonly updated, and sometimes expanded, resulting in the removal of walls and door openings. If a house converts to another use (when allowed in certain zoning districts), avoid the loss of character-defining features and significant historic spaces as you plan for future rehabilitation and adaptation.

2. The historic character of a property shall be retained and preserved. The removal of distinctive materials or alterations of features, spaces, and spatial relationships that characterize a property shall be avoided.

The first step in evaluating your historic property is identifying its distinctive materials, features, and spaces. Evaluate the condition of existing historic materials to decide whether materials will be repaired, maintained, or replaced and develop plans for future repairs, maintenance, or alterations. Preserve the functional and decorative features that define the character of the building, such as historic windows, doors, columns, balustrades, stairs, and porches. Also, consider the relationship of the house and outbuildings to paths, sidewalks, and significant historic landscaping.

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.

Another important element of understanding and protecting the historic character of your house is learning its date of construction, its architectural style, and the stylistic features that are characteristic of that style. Keep this information in mind when making decisions about replacing missing elements or adding to the house. If you own a Bungalow, Colonial Revival details like fanlights and sidelights at doorways are not appropriate for your house. Similarly, avoid installing gingerbread or fancy cut out work to your porch or gable unless you know these features existed originally. (See the Albany's Architectural Styles brochure for descriptions of historic styles.)

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

A house constructed in the 1870s may have been altered at some point in time on the exterior. A porch in Oregon could need major repairs or even replacement in twenty-five years if it has not been well maintained. Some such alterations may now be historically significant themselves. For example, if you have a Gothic Revival house that was



Guidelines for Alterations, Rehabilitation, and Additions

remodeled in 1918 to give it a Craftsman look, you should retain the historic alterations.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.



Every historic building contains materials and finishes that are unique to its style and period of construction. This might be the tongue and groove board floor of a Bungalow porch, or the octagonal window of a Minimal Traditional style house. Historic houses in Albany are typically constructed of wood, so board siding and wood divided-light windows are examples of construction techniques and craftsmanship that should be preserved.

Fan "light" in a pedimented gable.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new material shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

Historic images of your house will help you identify if the house has been altered, and is missing a distinctive feature like a bay window or eave brackets. You may also be able to find clues on the building itself, such as paint shadows, nail holes, or patching in the siding, suggesting that a historic feature has been removed. The Albany Regional Museum, Albany Community Development Department, and previous owners are good sources for historic photographs. When you replace missing or heavily deteriorated features use materials of the same size and shape as the originals.

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.

Pressure washing with water at a low pressure can be an effective method to clean a historic house and prepare it for painting. Avoid pressure washing at a high pressure because it can damage historic materials, or force water into the interior cavities of a house, particularly around windows. Never sand blast historic building materials to remove paint as it results in pitting of the materials.

8. Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.

Archeological resources include Native American artifacts, as well as artifacts from Asian settlements in Albany that are more than 100 years old. You might find evidence of an outbuilding foundation, a medicine bottle, or a past burn barrel on your property. It is important to recognize and document, with photographs and drawings, such discoveries. While pieces of broken glass, metal, crockery, or old marbles are exciting to discover, these are generally not considered significant archeological resources. The City should be contacted before digging for new foundations or utilities. The City will consult with the state to determine if the site may be near known archaeological resources. If significant artifacts are found, owners should work with the state to properly document these artifacts.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials,

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features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

Additions to historic properties require special consideration for how the addition will complement the historic building, the site, and neighborhood in which it is constructed. Residential additions should differentiate themselves from the historic building, while being compatible in terms of mass, materials, color, and relationship of solids to voids. Typically, a new addition should be placed on a rear or side elevation to limit the visual impact from the street. The size and scale of new additions should harmonize with the historic building.

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.

An addition should be designed so that it will become a significant part of the building's history over time, which means using quality design and materials. A new addition respects the historic building to which it is attached, and does not obscure, damage, or destroy character-defining details like a bay window or brackets in the eaves. Keep in mind the idea that if the addition is removed in the future, it should be possible to rehabilitate the building to its original form.

DISCLOSURE

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