

City of Pueblo
Historic Preservation Commission

Standards of Appropriateness & Demolition Standards

*For Alteration, New Construction,
Reconstruction, Restoration, Rehabilitation
and Relocation of Pueblo's Historic
Landmarks and Districts*

Approved by City Council, September 12, 2005
Ordinance Number 7379



Table of Contents

SECTION I: INTRODUCTION TO DESIGN REVIEW FOR HISTORIC STRUCTURES AND DISTRICTS	4
1.1 Pueblo's Standards of Appropriateness.....	4
1.2 An Overview of Pueblo's Historic Preservation Code.....	5
1.3 Pueblo's Historic Landmarks and Districts	6
1.4 Altering Historic Landmarks or Properties in Historic Districts.....	7
1.4.1 Certification of Appropriateness.....	8
1.4.3 Relocation.....	9
1.4.4 Change of Plans & Conformance with Approved Plans.....	10
1.5 Preservation Principles: The Role of Standards & Guidelines.....	10
1.5.1 Preserving Historic Character.....	10
1.5.2 Restoration.....	11
1.5.3 Reconstruction.....	12
1.5.4 New Buildings.....	12
1.5.5 Analysis before design.....	12
SECTION II: DEMOLITION	14
2.1 Demolition of Historic Buildings	14
2.2 When a Building Should be Torn Down.....	14
2.3 Demolition Standards	14
2.4 The Demolition Permit Process	15
SECTION III: STANDARDS FOR HISTORIC COMMERCIAL BUILDINGS	17
3.1 Rehabilitation and Alterations to Commercial Buildings.....	17
3.1.1 Setback from the Street.....	17
3.1.2 Horizontal Alignment of Building Elements	17
3.1.3 Facade Widths	18
3.1.4 First Floors and Upper Floors.....	18
3.1.5 Storefronts	19
3.1.6 Signs	20
3.1.7 Sidewalls.....	20
3.1.8 Roof Forms.....	21
3.1.9 Exterior Materials and Colors.....	21
3.1.10 Heating, Ventilation, and Cooling	22
3.1.11 Accessibility	23
3.1.12 Other Types of Buildings in Commercial Districts.....	23
3.2 Construction of New Commercial Buildings.....	24
3.2.1 Corner of a Block.....	25
SECTION IV: STANDARDS FOR RESIDENTIAL BUILDINGS	26

4.1 Themes In The Character Of Residential Architecture	26
4.1.1 Victorian	26
4.1.2 Queen Anne	26
4.1.3 Spanish Colonial Revival	27
4.1.4 Pueblo Revival.....	27
4.1.5 Craftsman (Arts & Crafts)	28
4.1.6 General Considerations.....	28
4.2 Alterations To Residential Buildings	28
4.2.1 Building Placement.....	29
4.2.2 Setbacks	29
4.2.3 Spacing	29
4.3 Additions to Existing Buildings	29
4.3.1 Mass and Scale of Additions	29
4.3.2 Roof Forms	29
4.3.3 Foundation	30
4.3.4 Entries.....	30
4.3.5 Porches	30
4.3.6 Doors and Windows	30
4.3.7 Architectural Details.....	31
4.3.8 Building Materials	31
4.3.9 Paint.....	32
4.3.10 Beyond the color and pattern palette	32
4.3.11 Skylights	32
4.3.12 Flashing	33
4.3.13 Solar Collectors	33
4.3.14 Accessory Buildings	33
4.3.15 Fences	33
4.4 New Residential Construction	33
4.4.1 Building Placement.....	33
4.4.2 Mass and Scale of New Buildings	34
4.4.3 Roof Forms	34
4.4.4 Foundations	34
4.4.5 Entries.....	34
4.4.6 Porches	34
4.4.7 Doors and Windows	35
4.4.8 Architectural Details.....	35
4.4.9 Building Materials	35

SECTION I: INTRODUCTION TO DESIGN REVIEW FOR HISTORIC STRUCTURES AND DISTRICTS

1.1 Pueblo's Standards of Appropriateness

Preservation and enhancement of historic buildings are becoming increasingly important in cities across the nation. Colorado is a leading state in this movement, and the City of Pueblo is beginning to capitalize on the trend. Its citizens are seeking ways to retain connections with the past while accommodating current growth needs. Preservation, rehabilitation and enhancement efforts are beginning to transform the old buildings in the city, taking a cue from historic styles to celebrate Pueblo's rich and diverse past.

The Historic Preservation Commission's (HPC) Standards of Appropriateness guide building restoration, rehabilitation and new construction pertaining to Pueblo's historic landmarks and districts. The purpose of the standards is to direct restoration of historic structures and new construction in historic areas to enhance the character of Pueblo and support economic development. The standards are policy statements that serve to inform Pueblo's citizens of the building characteristics that the public *and* the design community have determined to be historically relevant for preservation. They also suggest techniques and approaches for property owners to carry out restoration projects.

Anyone proposing to change the exterior of historic buildings or to build a new structure in a designated historic district should refer to these Standards. This includes but is not limited to architects, engineers, developers, city agencies, artists, business owners and property owners. Before implementation, all proposed alterations to historic landmarks or buildings within a historic district must receive a *Certificate of Appropriateness* from the HPC. Detailed steps in the application process are available from Pueblo's Department of Land Use Administration. The Standards promote better design and cohesiveness, while aiding the designer, owner, or developer with choices that will enhance the success of each individual project.

There are several important steps to take if you are planning an alteration to a historic property:

- **Become familiar with these design standards.** The goals are to ensure protection of the historic resource, the quality of the project, and its compatibility with the surrounding buildings.
- **Understand the context of the building site.** The buildings surrounding the proposed project provide cues for enhancement and preservation. These cues include predominant materials and colors, building height, and the setback of surrounding buildings.
- **Seek early review of the project, beginning with the Pueblo Planning Department.** Making changes at the beginning of the project is far easier than at the end. Involving others early in the planning/design process helps ensure that the project is feasible, both economically and aesthetically.
- **Refer to the Standards when evaluating the impact of the design.** To assess whether your design is appropriate for the building or historic district, check each Standard against the project. The Standards are not intended to impede a project, but to guide the design toward the objective of historic integrity for the landmark or district.

1.2 An Overview of Pueblo's Historic Preservation Code

Pueblo's Historic Preservation Code (Pueblo Municipal Code Title 4, Chapter 14) was adopted in 2002. The intent of the ordinance is to identify, designate and preserve buildings, structures and sites that reflect outstanding elements of the community's architectural and cultural heritage.

A building, object, structure or monument within the City of Pueblo may be individually designated as a Pueblo Historic Landmark. In addition, one or more buildings, objects, monuments, structures or sites that are united by past events or aesthetically by plan or physical development may be designated as a Historic District. The criteria for designation require that the landmark or district have distinctive character and have two of the following characteristics:

- (1) Special historic or prehistoric interest or importance:
 - a. Has significant character, interest or value as part of the development, heritage, or cultural characteristics of the City, State or Nation; or is associated with the life of a person significant in the past; or
 - b. Is the site of a historic event with a significant effect upon society; or
 - c. Exemplifies the cultural heritage of the community; or has yielded, or may be likely to yield, important prehistoric information.
- (2) Special architectural, engineering or aesthetic interest or importance:
 - a. Portrays the environment in an era of history characterized by a distinctive architectural style; or
 - b. Embodies those distinguishing characteristics of an architectural type or engineering specimen; or
 - c. Is the work of a designer or architect whose individual work has significantly influenced the development of the City; or
 - d. Contains elements of design, detail, materials or craftsmanship which represent a significant innovation.
- (3) Special geographic interest or importance:
 - a. By being part of or related to a square, park or other distinctive area, which should be developed or preserved according to a plan based on a historic, cultural or architectural motif, or
 - b. Owing to its unique location or singular physical characteristic, represents an established and familiar visual feature of the neighborhood, community, or City.

An application from Council, HPC, or the owner of the historic resource to be designated may initiate designation of a Landmark or Historic District. Where such application is for the designation of a Historic District, the application may be initiated by, or on behalf of the Owners of historic resources within the proposed Historic District. Upon receipt of an application for designation of a landmark or district, a staff report is prepared and a public hearing is held to determine whether the resource being proposed for designation complies with the guidelines for designation. An HPC recommendation for designation is transmitted to the City's Planning and Zoning Commission for review, and the recommendations of both bodies are then submitted to the City Council, who confers designation by ordinance after public hearing.

1.3 Pueblo's Historic Landmarks and Districts

The Historic Preservation Code of Pueblo established an Inventory of Historic Places, to include designated local historic landmarks and districts, as well as designated *state* and *national* historic landmarks and districts. Currently Pueblo's Inventory of Cultural Resources contains 128 structures, almost all of which are National Register properties. These include 70 contributing buildings in the Union Avenue National Historic District, 7 houses in the Pitkin Place National Historic District, and several locally designated landmarks.

Buildings within the Union Avenue National Historic District are part of the larger Historic Business Zone District and are regulated by the Pueblo Architectural Review Board. For changes or relocations of buildings, or for new construction within the Union Avenue National Historic District, a Certificate of Appropriateness must be obtained from the Architectural Review Board, pursuant to these Standards of Appropriateness, with more detailed direction from the Historic Business District Guidelines. For changes to other buildings within the Historic Business Zone District but outside the boundaries of the Union Avenue Historic District, a Certificate of Appropriateness must be obtained from the Architectural Review Board, based on the Pueblo Historic Business District Guidelines.

Landmarks and structures in historic districts are classified into three categories. Some of the standards that follow apply to all types of structures, and some apply only to one. These types are:

- **Designated landmarks:** Structures which have been found to be historically or architecturally significant and either have been designated by ordinance as Pueblo Historic Landmarks or are listed on the State or National Register of Historic Places;
- **Contributing:** Those buildings that exist in comparatively "original" condition, or that have been appropriately restored, and have been formally designated as contributing to the historic significance of a designated historic district. Preservation of their original condition is the primary goal for such buildings.
- **Non-contributing:** Buildings less than 50 years old, or without historical significance. Standards for new construction included in the Standards of Appropriateness are designed for new, non-contributing buildings within designated historic districts.

Those buildings that have original material that has been covered, or buildings that have experienced some alteration, but still convey some sense of history may be administratively identified as "Supporting". In some cases, these buildings would more strongly contribute if they were restored to their original likeness. Restoration is not required of the owner, but such actions are strongly recommended. There are also historic buildings that have been altered, and these alterations themselves have acquired historic significance. The goal with Supporting Structures is to ensure that the integrity of any redesign fits with the surrounding buildings, and restoration may lead to eligibility as contributing to the district.

The diversity of Pueblo's inhabitants is mirrored in the diversity of its architecture. Its buildings may be viewed as the collective experience of the community. The building stock in the older areas of Pueblo has cohesiveness. That is, the buildings relate to each other in terms of material, scale and size, even while there is considerable diversity in the styles of architecture. Thus, alterations to landmark buildings in Bessemer, the North Side, the East Side, and other areas should consider this contextual cohesiveness as well as historical accuracy for the area's *period of significance* when alterations are contemplated.

1.4 Altering Historic Landmarks or Properties in Historic Districts

Among the responsibilities of the Historic Preservation Commission is the “development and recommendation for adoption to Council of Standards of Appropriateness for the alteration, new construction, reconstruction, restoration, rehabilitation and relocation of a Landmark or element within a Historic District,” which standards shall consider, among other things:

- 1) The intent and purpose of the Historic Preservation Code;
- 2) The special character, interest or value of the Landmark or Historic District and its environs;
- 3) The adverse effect of the proposed work on the exterior features of the Landmark upon which such work is to be done;
- 4) The extent to which proposed improvements would be harmonious with the character of a Historic District; and the relationship between the results of such work and the exterior features of other neighboring elements in such Historic District.
- 5) Scale, form, and composition of principal facades and relationship to the street.

The Commission must approve any alteration to an individually designated Landmark or a contributing structure within a Historic District, with the exception of normal maintenance or emergency repairs of a temporary nature. Approval is granted through the issuance of a *Certificate of Appropriateness*.

A Certificate of Appropriateness (COA) will be required for the following activities:

- 1) Any exterior alteration or construction requiring a building permit from the Regional Building Authority, for:**
 - a) Additions to existing historic structures; or new buildings or outbuildings on sites containing historic structures;
 - b) Removal and replacement of any architectural detailing;
 - c) Moving of landmark structures or objects on the same site or to another site;
 - d) Construction of roof top additions or decks;
 - e) Alteration of accessory structures such as garages;
 - f) Installation of exterior access stairs;
 - g) Window or door replacement requiring alteration of the openings;
 - h) Installation of antennas and satellite receiving dishes;
 - i) Installation of solar collectors;
- 2) Any exterior alteration which does not require a building permit but which includes any of the following:**
 - a) Replacement of windows and doors without altering the openings;
 - b) Masonry work; including without exception, spall repair, pointing, sandblasting, chemical cleaning; or surface refinishing.
 - c) Site features other than vegetation, including without exception fencing, lighting and lighting fixtures, paving and grading. A COA is required for alteration of vegetation only if landscaping is contributing to the landmark designation.
- 3) Installation or alteration of any new exterior sign, or alteration of any sign contributing to the significance of a landmark structure;**
- 4) Any demolition of a landmark or a contributing building in a Historic District requires approval from the Department of Land Use Administration on a Demolition Permit from the**

Regional Building Authority, unless determined to be a dangerous building or structure and ordered to be demolished by the Regional Building Authority;

A COA is not required for:

- 1) An alteration to a building within a Historic District that has been determined to be non-contributing;
- 2) Work which consists solely of ordinary maintenance;
- 2) Emergency repairs of a temporary nature to remedy problems determined by an outside agency to threaten life, health or safety; or,
- 3) Any project for which a *Certificate of Economic Hardship* remains valid. A finding of Economic Hardship is based on specific information required by an application.
- 4) Alteration of interior space and finishes of a historic building.*

*While interior spaces and finishes of a historic building are not addressed in these standards, in many cases interiors are important contributing elements to a landmark's significance. Guidelines for preservation of historic interior spaces and elements, along with specific techniques for restoration work, are summarized in NPS Preservation Briefs #18 (<http://www2.cr.nps.gov/TPS/briefs/presbhom.htm>).

1.4.1 Certification of Appropriateness (COA)

1.4.1.1 Applying for a COA

Any owner proposing to materially alter a designated landmark or to materially alter a site, structure, object or area located within a historic district must obtain a COA. An application for such certification includes:

- 1) A filing fee, determined and amended as necessary by City Council. A COA for painting or repainting does not require a fee.
- 1) Three sets of plans should be submitted at least ten (10) working days in advance of the next meeting of the Historic Preservation Commission. The Commission meets the third Thursday of each month. Notices of meetings and agendas are posted on the official City Bulletin Board in the lobby of City Hall. A special meeting of the HPC may be called to hear an application for a Certificate of Appropriateness.

The plans should include:

- 1) A drawing or photograph of the existing structure and site, and a photograph showing as much as possible of the street where the site is located;
- 2) A copy of the building permit application, where one is necessary;
- 3) The street address of the property involved;
- 4) A brief description or drawing of the present improvements or structures located on the property;
- 5) A description of the construction or alteration proposed, including the materials, along with any architectural drawings, sketches, or photographs necessary to describe the proposed alteration in enough detail to determine the final appearance of the alteration;
- 6) A site plan or plans may be required if determined necessary by HPC staff. The plan should be provided on a sheet or sheets no larger than 24" x 36", and drawn to a scale appropriate to

allow the illustration of the entire project with its relationship to surrounding properties and buildings;

- 7) The type and color of all proposed exterior building materials, including material samples and paint samples;
- 8) Any other changes to the site requiring a COA, such as walls, fences, exterior lighting, parking, and the type and location of any sign;

1.4.1.2 Criteria for Restorations

The Commission will evaluate various aspects of the proposed project using the Standards of Appropriateness and emphasizing the following:

- 1) The original qualities or characteristics that distinguish the structure, object, or site and its environment, as historically or architecturally significant should be retained. As summarized in the Secretary of Interior's Standards, the hierarchy of priorities in restoration projects should emphasize *protecting and maintaining* first, *repairing* second, and *replacing* only when no other alternative exists, and only under certain conditions. Original materials and details should not be removed or altered unless no other alternative exists.
- 2) Distinctive stylistic features or examples of skilled craftsmanship that characterize older structures should be treated with sensitivity. In some but not all cases, changes to buildings and environments over time are evidence of the history of the building and the district. The changes may have developed significance in their own right, which should be respected. If such alterations are removed, the removal should result in correct proportions, profiles, and scale of the original structure remaining.
- 3) Contemporary design for new infill buildings in historic districts is not discouraged. However, compatibility of new and old is important: size, scale, proportion, color, material, and the setting of the structure in its environment are important aspects of compatibility.
- 4) New additions or alterations should be made in such a manner that if they were removed in the future, the essential form and integrity of the original building would be unimpaired.
- 5) All sites, structures and objects shall be recognized as products of their own time. Alterations that have no historical basis, and that seek to create an *earlier* appearance are inappropriate.
- 6) Deteriorated architectural features should be repaired rather than replaced, whenever possible. If replacement is required, new material and details should match the original as closely as possible. Replacements of missing features should be based on historical, physical or pictorial evidence, rather than on conjecture or the availability of architectural elements from other structures.
- 7) Cleaning of the surfaces of building materials should use the gentlest means possible. Cleaning methods based on pressure blasting or strong chemical cleaners applied to historic building materials shall not be undertaken.

Once granted, a COA shall expire twelve (12) months after issuance unless work has commenced under a valid building permit, and such work is pursued to completion in a diligent manner.

1.4.3 Relocation

In some cases the relocation of a historic structure may be proposed. In determining the appropriateness of such a relocation and the issuance of a Certificate of Appropriateness for relocation, the following will be considered:

- 1) The degree of historic, architectural, and/or aesthetic significance of the structure or object in its present setting, as summarized in the structure's nomination application, and the impact to significance that would result from relocation;
- 2) If located within a district, whether there are definite plans for the area that is to be vacated, and what effect those plans will have on the character of the district, based on these Standards of Appropriateness;
- 3) Whether the structure or object can be relocated without damage to its physical integrity;
- 4) Whether the location to which the structure or object will be moved provides a setting compatible with its cultural, historical and architectural character.

1.4.4 Change of Plans & Conformance with Approved Plans

If unforeseen circumstances require a change in plans that have already received a COA, the Commission will specify what information is required to evaluate proposed changes. The Commission shall act on the proposed changes at the next scheduled Commission meeting, or at an emergency meeting at the discretion of the Commission.

The Regional Building Authority is responsible for ensuring that construction is in conformance with code requirements before issuing an Occupancy Permit. Undertaking alterations or demolition without a valid COA or Demolition Permit, or in a way that is not in accordance with the approved building plans, may result in penalties.

The Historic Preservation Commission meets every third Thursday of the month. In order to be placed on the agenda, information on a project must be submitted to the Historic Preservation Staff ten (10) full working days prior to the meeting date. It is important to clearly convey to the Commission what a project entails. It is the applicant's responsibility to make clear the extent and nature of proposed activity affecting a structure or site. It is recommended that an applicant consult with the Historic Preservation Staff before preparing plans for submission. By doing this, time and expense for project revisions can be minimized.

It is likely that projects reviewed by the Historic Preservation Commission for appropriateness of alterations in a historic district will require review by other City departments and agencies before construction can proceed. The Department of Land Use Administration may require zoning check-offs unrelated to historic preservation. Conformance is required with any sign code in effect. The Regional Building Authority must ensure compliance with the building code and life safety codes. The Fire Department must ensure compliance with fire codes. The impacts of a project on the city infrastructure system will be evaluated by the Public Works Department.

1.5 Preservation Principles: The Role of Standards & Guidelines

1.5.1 Preserving Historic Character

Before beginning the design and construction of a historic restoration or alteration project in Pueblo, the Historic Preservation Staff should be consulted to determine what will be required of the applicant. If the project is an individual landmark building, or is located in and contributing to a Historic District, the

appropriateness of alterations will be reviewed by the Historic Preservation Commission. Certificates of Appropriateness are issued by the Pueblo Architectural Review Board for buildings within the Union Ave. Historic District, based on these Standards, as further elaborated in the PARB's Historic Business District Guidelines. The Standards of Appropriateness, the Historic Preservation Ordinance, and the specific landmark or historic district designation ordinance will be the foundations on which the Commission will make decisions. ***The Secretary of Interior's Standards for Rehabilitating Historic Buildings form the basis on which all of Pueblo's Standards are based, along with the accompanying Guidelines for Rehabilitating Historic Buildings, which interpret the Standards. These are available through the National Park Service Heritage Preservation Service (<http://www2.cr.nps.gov/tps/tax/rhb/index.htm>).***

The Commission makes decisions on the historical and architectural appropriateness of proposed work to the periods of historical significance for the area of Pueblo under consideration. The applicant should review the Standards of Appropriateness in order to get a broad view of the considerations that will be important. Not all Standards apply to all projects. These standards are meant to be a guide and a checklist to determine the appropriateness of specific alterations.

For those who wish to undertake a construction project but are unfamiliar with the concerns of historic preservation, understanding some simple principles of preservation can make it easier to plan an appropriate project. An important starting point is a review of the Secretary of Interior's *Standards for Rehabilitation*, the associated *Guidelines*, and the *Preservation Briefs* (<http://www2.cr.nps.gov/TPS/briefs/presbhom.htm>) which provide even more detailed technical guidance in interpreting the Standards. The Standards, Guidelines and the Preservation Briefs are available on-line or can be ordered from the National Park Service Heritage Preservation Services or the Colorado Office of Archeology and Historic Preservation.

Some examples of elements that contribute to historic character include:

- Proportion of height to width to length of the building;
- Form of the roof;
- Size, location and rhythm of the fenestration;
- Doors and windows themselves;
- Building materials.

Small details are important, such as design of a railing that is 30 inches high when the original was 36 inches, or trim that is three inches wide when the original was four or five. Adding details that are not original to the building or that were not commonly used in Pueblo can be as damaging as removing original details. Just as damaging are changes that make the building appear to be from an earlier time period, such as the addition of Victorian trim on a Craftsman home.

Contemporary expressions of original details are often encouraged in historic preservation. However, there are many contemporary architectural elements that are inappropriate because their character is so different from that of historic buildings that they stand out as foreign. Examples of such elements might include such things as picture windows, ornamental wrought iron railings and sliding glass doors. The appropriateness of contemporary architectural elements should be carefully evaluated.

1.5.2 Restoration

In restoring a historic building, the essential external elements that give the building its historic character should be preserved. To do this, these elements must be identified by careful examination of the appearance of the existing building. Where possible, *historic photographs* that document the earlier appearance can be used for guidance.

Historic buildings may have been “modernized” over time, which may have altered their historic character. Sensitive renovation can help restore the original character. However, some alterations may have become significant over time, and are worthy of preservation in their own right.

Many who are unfamiliar with the technical aspects of preservation, may view deterioration as being more severe than it actually is, and as a result feel that preservation will not be economically feasible. An evaluation by a preservation expert may prove that the deterioration is caused by something that can be relatively easily fixed. For example, what an untrained eye may see as building settlement related to a failing foundation, a preservation expert may know is a change in soil-bearing capacity due to moisture saturation related to poor control of roof drainage. Roof drainage can be easily controlled to remedy saturated soil, while repairing a failing foundation is difficult and expensive.

1.5.3 Reconstruction

Preservationists disagree about the appropriateness of reconstructing historic buildings that no longer exist. While the reconstruction of such buildings would make a more complete historical picture of what we see today, it would not be the original building and could mislead future generations. Because building materials and construction techniques have changed, and because there is rarely documentation of the original building, achieving accurate reconstruction is difficult. Under most circumstances, largely reconstructed buildings will not be eligible for inclusion in the Pueblo Register of Historic Places. Evaluating whether or not reconstruction is appropriate in a historic district will be based on the following:

- No reconstruction should be contemplated without complete documentation of the appearance of the original building, including plans, elevations and/or historic photographs;
- Use of historically accurate building materials is an important element of reconstruction projects;
- If reconstruction requires the destruction of another historic resource, it will be discouraged.

1.5.4 New Buildings

New buildings in historic districts should be *compatible with* historic buildings and development patterns without imitating earlier styles or details. This is a fundamental policy of historic preservation. However, there is no clear line of demarcation between what is too evocative of a past time period and what is too contemporary to be compatible with the existing historic character. The judgment of the HPC will be based on these Standards where possible. The goal will be to determine the significant characteristics of surrounding historic buildings, which, if incorporated into the design of new buildings, will produce compatible architecture. Exact duplication of earlier ornamentation or detail is not desirable. Simplicity is an important aspect of contemporary design and materials, and by itself can go a long way toward creating compatibility.

1.5.5 Analysis before design

Before settling on a design, it is important to determine what changes to an historic building will be appropriate, or how to make a new building fit into the historic district.

Existing Buildings -To determine the appropriate appearance of changes to an existing building, examine the following:

- 1) The details and ornamentation of the existing building;
- 2) The materials of the existing building and their application.

Turn-of-the-century commercial and residential architecture was based on a rational design process, with certain architectural elements used in specific building types or styles. For this reason, just because an architectural element can be found on an historic building in Pueblo (or elsewhere) does not necessarily make it appropriate for *any* historic Pueblo building. Early consultation with the Historic Preservation Staff will help applicants determine whether a building design will be appropriate.

Improvements should be constructed of good materials with good workmanship. This is important to the appearance as well as the durability of the improvements. Use of cheap products or poorly executed work on such things as roofing, plumbing or wiring can cause damage that is more expensive to repair than the original improvement.

New Buildings - Planning a new building that fits into a historic district can be more complex than making a change to an historic building. Because the new building should be compatible with the surrounding historic district, the character of these buildings should be evaluated, including the following:

- 1) Whether the buildings are commercial, residential, civic or industrial in nature;
- 2) How far back from the street the buildings are placed;
- 3) How the buildings are placed on a slope;
- 4) The spacing between buildings;
- 5) The height of the buildings;
- 6) The proportion of height to width;
- 7) Roof forms;
- 8) What kinds of doors and windows are most common;
- 9) How trim and ornaments are used;
- 10) What building materials are most common.

In some locations, the character of surrounding buildings will be very similar, and conforming to the established pattern will be important. In other cases, the surrounding buildings and development pattern will be more varied, allowing more variation in the new building. Clues for creating an appropriate fit should be sought out in historic buildings of similar type.

SECTION II: DEMOLITION

2.1 Demolition of Historic Buildings

Pueblo has a valuable and varied building stock, and it is the intent of the design standards presented in this manual to make the most of these valuable assets. The buildings are a physical representation of the history of Pueblo and its citizens. Each building contributes to the overall image of the city. It is necessary for property owners, local government and its citizens to work together to determine what would be beneficial to all. Every building contributes to the general pattern, and in turn, each property benefits because it is part of a larger image. The demolition of any historic building, or group of buildings should be considered with great care and only when all possible strategies have been exhausted.

If a building in a historic district is to be demolished, it should not be for surface parking. Rather, there could be a comprehensive plan for redevelopment that includes square footage and parking requirements. The establishment of a parking district or modifications to the parking ordinance should be investigated to avoid demolition of buildings for parking. It is important to maintain a cohesive image through the buildings and structures. Tearing down buildings will destroy the urban fabric of the area, resulting in reduced activity and visual decay. The intent is to keep historic districts as cohesive and unified as possible.

2.2 When a Building Should be Torn Down

A building should be demolished only when all possibilities of rehabilitation have been exhausted. This might be said to be true if the structural system is beyond repair, or if enough deterioration has accrued to warrant complete replacement of the existing structure. A building may also be torn down if the structure is determined to be a dangerous building or structure by the Regional Building Department. It is the responsibility of the owner to prove that the building should be demolished. A qualified professional with experience in preservation and rehabilitation should provide this information.

2.3 Demolition Standards

In some cases, the demolition of a historic landmark structure or object may be proposed. This is an irreversible action and the Historic Preservation Code requires that Demolition Standards consider the following factors:

- 1) The public's interest in the preservation of the cultural resource.
- 2) The ability of the cultural resource to reasonably meet National, State or local criteria for designation as a landmark.
- 3) The age of the cultural resource, its unusual or uncommon design, texture, and/or material and its ability to be reproduced without unreasonable difficulty and/or expense.
- 4) The ability of the cultural resource to help preserve and protect a historic place or prehistoric site or area of historic interest in the City.
- 5) The ability of the cultural resource to promote the general welfare of the City by:
 - a. Encouraging the study of American History, architecture and design;
 - b. Developing an understanding of the importance and value of the American culture and heritage; and
 - c. Making the City a more attractive and desirable place in which to live.
- 6) The cost and economic feasibility of restoring the cultural resources.

Demolition shall be allowed only when all the requirements below are satisfied.

1. A prerequisite for demolition shall be the approval of an application for Certificate of Economic Hardship, which shall contain a financial report detailing the costs of rehabilitation, and evidencing that the existing improvement is incapable of reasonable use or producing an economic return. The maximum rate of return, which is theoretically possible on the land, with new improvements, shall not constitute such evidence, if the existing improvement can generate an economic return.
2. If an applicant's request for permission to demolish an improvement or part of an improvement is based upon structural instability or advanced deterioration, a technical report prepared by an architect or professional engineer experienced in rehabilitation of historic structures and registered in Colorado shall be submitted, detailing its structural soundness and suitability for rehabilitation, as well as the nature and extent of the specific problems, and providing reasonably accurate cost estimates for their correction.
3. Applications for permission to demolish existing contributing elements in an established Historic District shall be accompanied by complete plans for the new development proposed on the site, together with a timetable and a budget for both the demolition and the reconstruction, as well as satisfactory evidence that adequate financing is available.
4. A standard condition of approval for demolition shall be the documentation of the improvement's elevations, including details of specific notable architectural features (windows, doors, cornices, etc.), through measured drawings and photographs. Such data shall be provided according to the procedures established by the Historic American Building Survey.
5. Where public safety needs require the removal of part of an improvement, for example to enable access, the Commission may allow limited removal of structurally-sound construction. The extent of removal shall be the smallest necessary to permit the delivery of essential public safety services, and shall generally not exceed 5% of the floor space of the building or complex.

2.4 The Demolition Permit Process

A demolition permit is issued through the Regional Building Department, with an approval from the HPC. Demolition review applies to designated Pueblo Historic Landmarks, and to "Contributing" structures within designated historic districts.

At least ten (10) days before a public hearing on the permit application at the HPC, information on application for the demolition permit will be mailed to the property owner, and information will be posted regarding the property proposed for demolition, including the date, time and place of the hearing.

In order for a demolition permit to be issued, redevelopment plans must be submitted and approved in conjunction with the demolition permit application. Other review processes such as Public Works or Transportation, may be necessary in conjunction with the issuance of the demolition permit.

A demolition permit shall include valuation of the property, estimates of the costs and income for rehabilitation of the building, estimates of the costs and income for new development, preliminary plans and reports as to the condition of the building prepared by professionals with experience in historic preservation and restoration.

No demolition permit shall be required to demolish a building or structure determined to be a dangerous building or structure and ordered to be demolished by final decision of the Building Official or the Building Board of Appeals pursuant to the provisions of Chapter 13 of Title IV of this Code.

SECTION III: STANDARDS FOR HISTORIC COMMERCIAL BUILDINGS

3.1 Rehabilitation and Alterations to Commercial Buildings

Generally, buildings should try to fit within their context—that is, they should be compatible with the buildings around them. This is particularly important when considering size and shape, building elements and details, façade patterns, and exterior materials and colors. Buildings can be made to appear larger or smaller than they are through the use of architectural detailing. This perception is influenced by roofline, projections, fenestration, and building form. Shape and size work together to give the building its directional emphasis (vertical or horizontal). The ratio of open surfaces (windows, doors) to enclosed surfaces (walls, roof) should be carefully considered.

3.1.1 Setback from the Street

Historic commercial buildings, as characterized by the Union Ave. Historic District, usually have a uniform setback and form a wall along the sidewalk.

Guidelines

1. The strong edge along the street created by the uniform building setback should be preserved.
2. The masonry building walls, particularly the front facades, should not be stepped back but should maintain the vertical plane.
3. Buildings are generally attached at the sidewalls, leaving no spaces between adjacent properties, and this pattern should be preserved.
4. Alterations to existing historic buildings should retain this strong edge.

3.1.2 Horizontal Alignment of Building Elements

Although there is variation of topography throughout Pueblo, similar floor-to-floor heights of commercial buildings creates a strong horizontal alignment of building elements, including commercial storefront, sign bands, windows and sometimes trim. The tops of building walls and ornamental cornices are more varied in height, which is also a distinctive visual element.

Guidelines

1. Carefully preserve the building elements that visually define the height of the building, such as parapets, or cornices.
2. Floor-to-floor heights should be uniform and are higher than in contemporary construction. This is a very important aspect of building height and should be carefully maintained.
3. The addition of floors is generally not appropriate. As a method to expand a building, adding floors should be the last resort, and no more than one floor should be added.
4. An additional floor should be stepped back from the original facade in such a way that it is not obvious from the street.

3.1.3 Facade Widths

Commercial lot boundaries in Pueblo are sometimes apparent from the original building block faces. Buildings often reflect this dimension as a construction module. This creates a very strong visual pattern along the street, which should be carefully preserved.

Guidelines

1. Preserve the repetitive building pattern along the street, which reflects lot sizes.
2. Larger buildings may be visually divided into the smaller widths at individual storefront edges or some similar device when such division preserves the prominence of the original architectural lines of the building.
 - a. Preserve the character of upper floors of a building that are more than one lot wide;
 - b. Change paint colors on a façade at a point compatible with the natural breaks in architectural lines of the building;
 - c. Consider compatible paint color schemes across all sections of a larger building;
 - d. Retain existing ornamentation as part of defining a commercial establishment that occupies a portion of the building block.
 - e. Where it exists, maintain or reinforce the existing patterns created by upper story windows.
 - f. Maintain or reestablish the original ratio of glass-to-building mass.

Pueblo zoning regulations include height limits, which vary in different locations but are intended to allow a sense of legibility of spaces and structures in a given area. Consult the zoning regulations and the Historic Preservation Staff for more information.

3.1.4 First Floors and Upper Floors

3.1.4.1 First Floors

First floor storefronts are the most visible part of commercial buildings. The height of the storefront corresponds to the height of the first floor, which is usually 15 to 16 feet. It is important to preserve the transparency of the entire height of the storefront. This means that interior features that obscure the storefront glass are inappropriate. The configuration, detail and material of the existing storefront should continue around the building corner to the secondary elevation. This includes ceilings, ductwork and other interior elements readily visible from the exterior. Interior alterations should be set back from the visible storefront.

Walls used in common with adjacent properties are inappropriate for new window openings or for egress unless the same owner develops both properties under a legally binding agreement, and the proposed alteration is in conformance with other requirements of the City code.

Guidelines

1. Preserve all storefront elements, such as:
 - Height, recessed entry, cast iron frame, kick plate, transom window, sign band, entry to upper floors, large glass display windows.
2. Ornamental glass or ribbed glass should be limited to uses appropriate to the period of significance of the building, most of which are in transoms.
3. Awnings consistent with the period of significance of the building can be used to define an individual storefront, to provide shelter for pedestrians, to reinforce the color scheme of the facade, and as a location for signs on the valance.
4. Awnings can fold up or roll up, and should reflect the shape and size of the window.

5. Canopy structures or supporting columns may be historically accurate but can be constructed over the sidewalk only with a revocable permit from the City.

3.1.4.2 Upper Floors

Upper floors have regularly-spaced window openings in the masonry. Details are generally limited to the cornice, window heads, sill lugs, and lintels, corbelled brick, and ornamental stonework such as belt courses. All architectural details in upper floor walls should be preserved in restoration projects.

Guidelines

1. Do not add floors unless there is no reasonable alternative. Preserve existing architectural details.
2. If the cornice has been removed, restore it if there is evidence for an accurate restoration. If not, construct a new cornice of a simple stylized design of similar size, scale and shape.
3. Do not add balconies on primary facades where they are not original. Fire escape structures, when they are required by building codes, and balconies are permitted on secondary sides of buildings.
4. The most common window is double-hung, one-over-one wood sash and frame, and this will almost always be the most appropriate type.
5. Original wood sash and frame should be repaired whenever possible. *See NPS Preservation Brief #9.* Consider epoxy saturation of wood members. If windows are too deteriorated to repair, replace with new, painted wood or clad windows of the same configuration as the originals. The foremost consideration is to preserve the original sight line and brick mold configuration.
6. Reuse original glass panes when possible. In some cases, this may require custom construction.
7. Tinted or reflective window glass is not permitted.
8. Shutters are not usually appropriate for use on commercial buildings.

3.1.5 Storefronts

Storefront elements exist for the most part only on storefronts, office, and hotel type buildings. Building elements and details including door and window openings should have a height-to-width ratio that provides scale and comfort for the user as well as the pedestrian. Size, shape, and extent of exterior walls should be considered to ensure the integrity of a building to its surroundings.

Guidelines

1. Maintain the storefront in its original dimensions, and retain or restore the overall shape of the original storefront.
2. Maintain the original alignment of the display window.
3. Retain the original shape and size of the transom window as glass.
4. Where it exists, maintain the pattern created by recessed entrances.
5. Retain the kick panel, typically below the display window, as a decorative or simple panel, color-coordinated with the rest of the façade.
6. Maintain a clear façade distinction between street level floors and upper floors.
7. Preserve original architectural detailing. If original details are presently covered, expose them and incorporate them into renovation design. Avoid removing or altering any historic material or significant architectural features. Replace detailing where it is known to have existed, if feasible.

3.1.6 Signs

Historic signs are important architectural features of landmark structures and should be preserved and restored along with other architectural detailing. Any sign ordinances in effect for the zone district affecting a particular project shall apply. In addition, signs should be consistent with (but not necessarily replicas of) design features of the period of significance for the structure.

Guidelines

1. Signs of all types should be unobtrusive and blend in with the surrounding architecture.
2. Sign size should be of pedestrian scale and should complement the architecture.
3. Color for signs should be selected to harmonize with the overall building color scheme and historical character.
4. Businesses located above the first floor can have signs placed at the street level entrance or carefully designed window signs of appropriate size and material.
5. New signs should respect the size, scale and design of the historic building. Often features or details of the building will suggest a motif for new signs.
6. Sign placement is important: new signs should not obscure significant features of the historic building. Signs above a storefront should fit within the historic signboard, for example.
7. New signs should also respect neighboring buildings. They should not shadow or overpower adjacent structures.
8. Letter style of signs should be legible, using simple, well-proportioned typeface.
9. Banner signs are not to be located higher than the transom window.
10. Signs on transom windows or in the original location of the transom are not allowed.
11. Construction of new projecting signs should be limited to a pedestrian scale.
12. Sandwich board signs or projecting signs require a revocable permit on or in the public right-of-way by city ordinance.
13. Signs should have no plastic elements.
14. Electrified backlit and interior illuminated signs are not permitted.

3.1.7 Sidewalls

Corner buildings have primary facades on side streets. There are also buildings in the middle of blocks where the adjacent building has been removed, leaving the common sidewall exposed. At street corners, the storefront treatment of Pueblo buildings frequently continues for some portion of the secondary street elevation. The extent of this treatment depends somewhat on the slope of the street, and the size and architectural character of the building. Generally, the extent of a secondary storefront treatment is limited, because the sidewalls function as bearing walls, and breaks in the bearing capacity must be limited.

Sidewalls or common walls within the block rarely have any openings or detail because they are meant to be shared with another structure. They are most frequently constructed of common brick, as distinguished from the higher quality face brick of elevations intended for public view. In some locations wall signs have been painted on the sidewall.

The basic strategies advocated by the Secretary of Interior's Standards and Guidelines for this situation are: 1) to stabilize the structural systems of the remaining building, focusing especially on load-bearing masonry walls; 2) preserve and showcase the original structure and its systems; and 3) Use period-specific architectural detailing to treat the side wall as a secondary façade to the building.

Guidelines

1. Adding windows or egress doors to sidewalls is discouraged and should only be proposed if there is no reasonable alternative. Zoning regulations prohibit this unless adjoining property is under the same ownership.
2. Construction of new storefronts at secondary elevations where none previously existed is discouraged. In some cases where a new storefront at a secondary elevation is necessary, the visual appearance of a solid masonry wall should be carefully preserved.
3. If windows must be added to upper floors:
 - 3.1. Use window openings and windows of the same size and type as those of the upper floors of the front facade;
 - 3.2. The spacing should be regular;
 - 3.3. Single panes of glass for the entire window or reflective glass are almost always inappropriate

3.1.8 Roof Forms

Many historic commercial buildings have flat roofs with masonry parapet. This is a very important visual characteristic and pitched roofs or mansard treatments are somewhat rare. Altering the roof style alters the proportions and profile of the building.

Guidelines

1. Preserve the flat roof and parapet.
2. Additional floors that alter the visual character of flat roofs with parapets will generally be inappropriate.
3. Roof decks or "patios" are generally inappropriate.
4. Roof top mechanical equipment should be screened from view from the street and adjacent properties. The screening should be undetailed, of a color to blend with the building, and constructed of metal, smooth-finished, painted wood or composite building panels. Rooftop structures should be set back from the front and side edges of a party wall.

3.1.9 Exterior Materials and Colors

Texture, pattern and color play important part in how well integrated a building appears to be. An effort should be made to maintain the spectrum of materials and their qualities historically present. Brick is the predominant material throughout Pueblo. The HPC requires that an historical paint color be chosen from a commercially available palette for the period of significance for the landmark. A copy of or reference to the palette should be included with the application for a COA. Examples are available from historic preservation staff and most paint stores.

Guidelines

1. Avoid concealing original façade materials.
2. Preserve sandstone trim in good condition by protecting it from rising damp and keeping it dry.
3. Exterior colors should be harmonious with the overall color scheme and character of brick.
4. Develop a color scheme for the entire building front that coordinates all the façade elements.
5. The HPC requires that an historical paint color be chosen from a commercially available palette.
6. Painting of un-painted brick and refinishing with stucco over masonry facades is prohibited.
7. Removal of paint and graffiti from brick and repointing of brick where possible is encouraged, but must be carried out so as to not damage the brick finish. *See NPS Preservation Brief #2.*

8. Repainting the building exterior with the same color for maintenance or to cover graffiti is permitted without issuance of a COA.
9. New stucco on side and back walls is rarely appropriate but will be considered by the Commission on an individual basis, only when employing an application strategy that is reversible.
10. Sandblasting of masonry is prohibited. Sandblasting is only appropriate on cast iron trim.

3.1.10 Heating, Ventilation, and Cooling

A basic objective is to minimize the impact of new HVAC on the exterior of existing architecture. While Pueblo's Standards do not address the impact of HVAC systems on interior spaces, design criteria that affect the exterior of existing architecture for the new system should be based on the type of architecture of the historic resource. Consideration should be given as to whether or not the delivery system is visible or hidden. Utilitarian and industrial spaces may be capable of accepting a more visible and functional system. More formal, ornate spaces that may be part of an interpretive program may require a disguised system. In each case, not only the type of system (air, water, combination), but its distribution (duct, pipe) and delivery appearance (grilles, cabinets, or registers) must be evaluated. It may be necessary to use a combination of different systems in order to preserve the exterior of the historic building. Existing chases should be reused whenever possible. NPS Preservation Brief 24 addresses HVAC issues in more detail, including suggestions for the treatment of contributing elements of interior spaces.

Guidelines

1. Use shutters, operable windows, porches, curtains, awnings, shade trees and other historically appropriate non-mechanical features of historic buildings to reduce the heating and cooling loads. Consider adding sensitively designed storm windows to existing historic windows.
2. Improve energy efficiency of existing buildings by installing insulation in attics and basements. Add insulation and vapor barriers to exterior walls only when it can be done without further damage to the resource.
3. Design climate control systems that are compatible with the architecture of the building: hidden system for formal spaces, more exposed systems possible in industrial or secondary spaces
4. Don't cut exterior historic building walls to add through-wall heating and air conditioning units. These are visually disfiguring, they destroy historic fabric, and condensation runoff from such units can further damage historic materials.
5. Don't damage historic finishes, mask historic features, or alter historic spaces when installing new systems.
6. Don't drop ceilings or bulkheads across window openings.
7. Don't remove repairable historic windows or replace them with inappropriately designed thermal windows.
8. Don't seal operable windows, unless part of a museum where air pollutants and dust are being controlled.
9. Don't place condensers, solar panels, chimney stacks, vents or other equipment on visible portions of roofs or at significant locations on the site.
10. Don't overload the building structure with the weight of new equipment, particularly in the attic.
11. Don't place stress on historic building materials through the vibrations of the new equipment.
12. Don't allow condensation on windows or within walls to rot or spall adjacent historic building materials.

3.1.11 Accessibility

Historically, most buildings and landscapes were not designed to be readily accessible for people with disabilities. In recent years, however, emphasis has been placed on preserving historically significant properties, and on making these properties-and the activities within them-more accessible to people with disabilities. With the passage of the Americans with Disabilities Act in 1990, access to properties open to the public is now a civil right.

A building survey or assessment will provide a thorough evaluation of a property's accessibility. Most surveys identify accessibility barriers in the following areas: building and site entrances; surface textures, widths and slopes of walkways; parking; grade changes; size, weight and configuration of doorways; interior corridors and path of travel restrictions; elevators; and public toilets and amenities. Buildings open to the public should consider the following guidelines. NPS Preservation Brief 32 addresses accessibility issues in detail.

Guidelines

1. Creating a designated parking space is usually one of the easiest accommodations.
2. Installing ramps is often necessary. Ramps can be faced with a variety of materials, including wood, brick, and stone. Often the type and quality of the materials determines how compatible a ramp design will be with a historic property. Unpainted pressure-treated wood should not be used to construct ramps because it usually appears temporary and is not visually compatible with most historic properties. Ramps should also be located to minimize the loss of historic features at the connection points-porch railings, steps, and windows-and should preserve the overall historic setting and character of the property.
3. A publicly accessible historic building will be a high priority for installation of curb cuts and handicap ramps.
4. If historic steps or landscape features are not prohibitive, it may be possible to re-grade an entrance.
5. Installing wheelchair lifts or considering a new entrance may be necessary
6. Retrofitting Doors. The most desirable preservation solution to improve accessibility is retaining historic doors and upgrading the door pressure with one of several devices. Automatic door openers (operated by push buttons, mats, or electronic eyes) and power-assisted door openers can eliminate or reduce door pressures that are accessibility barriers, and make single or double-leaf doors fully operational.
7. Door hardware should be adapted to be more easily negotiated.
8. Door Thresholds should be lower than one half inch in height.
9. Upgrading restrooms may be necessary.
10. Some amenities in historic buildings, such as restrooms, seating, telephones, drinking fountains, counters, may contribute to a building's historic character. They will often require modification to improve their use by persons with disabilities. In many cases, supplementing existing amenities, rather than changing or removing them, will increase access and minimize changes to historic features and materials.
11. Making historic landscapes accessible is often an important component of a project.
12. A new addition may be necessary as an accessibility solution

3.1.12 Other Types of Buildings in Commercial Districts

There are some civic buildings in historic districts that do not conform to the pattern of more typical commercial buildings, particularly the first floors. This helps to distinguish the use of these buildings as different from adjacent commercial uses.

Guidelines

1. Preserve the configuration and details that distinguish these noncommercial buildings from a more typical commercial building.

2. If conversion of the building to a commercial use is contemplated in the future, the original configuration and details should be preserved.

3.2 Construction of New Commercial Buildings

These guidelines are for commercial buildings to be constructed as infill in developed areas of historic districts. Pueblo's historic districts are exciting collections of late 19th and early twentieth century buildings. The scale and level of detail of the buildings enhances the sense of community. The buildings reinforce each other, forming a place that is cohesive and consistent as a whole, yet rich and varied. New buildings should reinforce the existing scale and reflect the design features of the historic structures, without mimicking them. The principal concern on new construction is to assure compatibility with the existing historic structures. Some commercial historic buildings are quite ornately detailed, and in some cases the brick has been painted with architectural details highlighted.

Guidelines

1. New buildings should avoid exact replication of historic buildings, while still incorporating some design components of surrounding historic structures.
2. New construction should not conflict with or impair the essential form or integrity of an adjacent historical property.
3. Make the transition between existing old buildings and new ones as deliberate and carefully reasoned as possible.
4. Develop the ground floor level of all projects to encourage pedestrian activity.
5. Building entrances should be clearly identified, scaled to the pedestrian, and oriented toward the street.
6. Use materials that have texture and color similar to those historically used on nearby buildings.
7. Generally limit building height to the same number of stories as surrounding buildings.
8. In some locations, the buildings in a block are predominantly one story in height. In these areas, it may be more appropriate to limit the height of a new building to one story. Additional stories can be stepped back from the streetscape.
9. Brick is the most commonly used building material and will be most appropriate for new buildings.
10. Early brick has a uniform color and size, and is usually red. Because most of the buildings that constitute the commercial historic districts were constructed between 1885 and 1920, similar brick was used extensively. This creates a very strong visual characteristic, and new construction should make every effort to match this brick.
11. Masonry joints in historic brick buildings are usually very narrow and the mortar color is darkened. As a result the face of the brick wall is smooth and uniform in appearance. This characteristic is very important, and when constructing new brick walls, complementary detail should be employed.
12. Stone masonry was often used for architectural details, such as cornices, window and door heads, and should be considered.
13. The architectural elements of the new buildings should be articulated and perhaps aligned with similar elements of adjacent buildings.
14. A flat roof with parapet is the most appropriate roof form for new buildings.
15. A storefront at the first floor is the most appropriate treatment. Elements of a storefront that should be part of this treatment include a recessed entry, 15 to 16 foot high first floor, transom, sign band, and large display windows above a kickplate.
16. Window openings and windows at the upper floor should be similar in size, spacing and type to those of adjacent buildings.
17. The cornice is an important visual detail and new buildings should incorporate a cornice of simple design. If an adjacent building has a mansard roof, appropriate reference to this roof in the new construction would be allowed.

3.2.1 Corner of a Block

This is a common location for some important historic structures, such as hotels, banks and important retail establishments. This pattern is well-established and a familiar element in older areas of Pueblo.

Guidelines

1. Where taller and more elaborately detailed new buildings are proposed for the commercial area of the historic district, corner locations will be the most appropriate.
2. Refer to the Zoning Ordinance for the limit to building height at the specific location proposed.
3. If the use of the proposed building is retail commercial, incorporate a storefront in the design of the first floor. The entry is frequently at the corner and turned at an angle to the streets, with secondary entries in both street elevations, or alternatively, balanced in a symmetrical pattern to the building. Incorporating such a pattern for new corner buildings is encouraged where practical.
4. Whether or not the building is retail commercial, such as a bank, a hotel or a public building, the following characteristics will be important aspects of the design:
 - 4.1. An emphasis in the building's architecture on the entry with size, detailing and location;
 - 4.2. Detailing that distinguishes the first floor from floors above. Typical details include rusticated brickwork, quoins, voussoirs, and various types of belt courses.
 - 4.3. Detailing at the cornice is also an important characteristic.
 - 4.4. A storefront is not generally an appropriate design element for hotels or public buildings.
 - 4.5. Window openings should be significantly larger at the first floor.
 - 4.6. Window openings in upper floors should be treated similarly to those of surrounding existing buildings:
 - 4.7. Openings should be vertical in proportion;
 - 4.8. Openings should include some structural detail at the head, such as a lintel or masonry arch;
 - 4.9. Sash and frame is generally the most appropriate treatment for windows;
 - 4.10. Openings should be regularly spaced;
 - 4.11. A double-hung window configuration is most appropriate; in some cases a transom may also be appropriate;
 - 4.12. Glass with reflective coatings is inappropriate (*See NPS Preservation Brief #9*);
 - 4.13. Large single panes of glass can be appropriate if they are detailed with mullions that reflect the detail of similar historic construction;
 - 4.14. Skylights or atriums should not be visible from the street.

SECTION IV: STANDARDS FOR RESIDENTIAL BUILDINGS

Pueblo's older neighborhoods were platted, for the most part, on a traditional street grid system. These neighborhoods include the East Side, Bessemer and Minnequa Heights, Mesa Junction, the State Fair area, and the downtown/North Side. Almost all subdivisions in these neighborhoods were platted between 1869 and 1899. The Blocks (platted in 1889) is an exception to the traditional grid plan and was designed as a demonstration project in residential neighborhood design, developed by noted Chicago landscape gardener John Blair. Although there are some variations in the grid, for the most part it is quite regular. The urban form of these residential neighborhoods includes regular setbacks from the street, consistent presence of street trees, front porches, bluegrass lawns and wood slat fences. The land use regulations for residential zone districts specify minimum setbacks, maximum building heights, maximum lot coverage, driveway and garage placement and use, and other residential property regulations. The regulations form the baseline requirements to be met in any residential property restoration project.

A strong tradition in Pueblo emphasizes wide variation in architectural style of the houses. Victorians, Queen Annes, Craftsman bungalows, Pueblo Revival and vernacular frame worker's housing often exist side by side on a block. This tradition results in considerable dissimilarity in form, scale, building heights, and visual lines within a neighborhood. Moreover, many houses reflect an eclectic mix of architectural styles *within a single house*. A foursquare design may include classical detailing with ionic columns! Queen Anne elements often punctuate Victorian houses. Thus, while faithful allegiance to historical accuracy is important in restoration projects, deviations from classical architectural styles are the norm and are expected.

4.1 Themes In The Character Of Residential Architecture

4.1.1 Victorian

Victorian Eclectic structures are highly decorative and exhibit stylistic influences so numerous that they do not fit into any one style of architecture. Dating from the 1870s through 1900, these buildings feature an unusual combination of elements from a variety of Victorian styles. Details from the Queen Anne, Gothic Revival, and Italianate styles were borrowed most often, combining to create highly decorative surfaces on many of the buildings. Victorian Eclectic structures tend to be broader and taller than the earlier styles, and more complex.

4.1.2 Queen Anne

Queen Anne is perhaps the most ornate style of the Victorian period evident in Colorado. Popular between 1880 and 1910, the style varies from the highly decorative to a more restrained version found in many residential neighborhoods. General characteristics include a vertical orientation, asymmetrical massing, corner towers and bays, prominent decorative porches, projecting gables, and contrasting materials, particularly brick and wood.

The degree of ornamentation usually distinguishes the high style. Ornamentation is emphasized on a high style Queen Anne through the use of scalloped and painted shingles in the gables, decorative bargeboards, sunburst detailing, and turned spindles on porches and balconies. The corner tower is prominent, but not always found on a high style building, nor is it always located on the corner.

Simpler Queen Anne buildings are less ornate, but usually feature shingled gables, asymmetrical massing, and some decorative detailing. These examples have enough decoration to distinguish them as members of the stylistic category.

Common elements:

- corner tower
- dormers
- scalloped and shaped shingles
- iron roof cresting
- sunburst detailing
- turned spindles
- porch
- conical roof
- multiple gables
- bargeboard

4.1.3 Spanish Colonial Revival

Popular during the 1920s and 1930s, the style is characterized by elaborately carved decorations surrounding windows, entrances and cornices. In contrast to the plainer, flat surfaces of the Mission and Mediterranean styles, the Spanish Colonial Revival building exhibits more complex, deeply sculptured surfaces. Curvilinear gables and parapets, arcaded entrances and porches, wrought iron detailing around openings, round arched or straight-headed windows, and heavy tile roofs are also characteristic elements of this style. Stucco is the most common exterior finish and is generally painted white or a light color. Spanish Colonial is a more decorative style than either the Mission or Mediterranean styles.

Common elements:

- curvilinear gable
- heavy tile roof
- arcaded entrance or porch
- wrought iron grillwork
- ornately carved details
- round arched windows
- straight-headed windows
- bell tower
- stucco/plaster finish

4.1.4 Pueblo Revival

Pueblo Revival, popular between 1905 and 1940, basically imitates the Native American pueblos of the Southwest. The key distinguishing elements are the projecting roof rafters called vigas. These are generally round or square rafter ends protruding from the wall near the roofline. The roof of the Pueblo Revival structure is usually flat or slightly sloping behind a low parapet. Second and third stories are occasionally stepped or terraced. Round corners, battered walls and straight-headed windows are also characteristic. Most structures are stucco and meant to imitate the adobe walls of the Indian pueblo. Some houses may combine elements of the Spanish Colonial Revival with the Pueblo Revival style.

Common elements:

- flat roof
- projecting roof rafters (vigas)
- battered walls
- straight-headed windows
- stepping or terracing

4.1.5 Craftsman (Arts & Crafts)

The Craftsman style structure emerged from the Arts and Crafts movement of the early 20th century, a philosophy which stressed comfort and utility through the use of natural materials and a lack of pretension. Exposed rafter ends, overhanging eaves, clipped gables, and large porch columns replaced the more delicate and intricate detailing of the Victorian period. In addition to these characteristics, windows consisted of divided lights in the upper sash and a single light in the lower sash. Some Craftsman houses display a small amount of false half-timbering (not to be mistaken for the Tudor Revival style which has significant amounts of half-timbering).

Confusion may result between the Craftsman style and the Bungalow form. Bungalows are one to one-and-one-half story houses which most often employ the elements of the Craftsman style. The Craftsman style may be utilized on any size building and is often found on apartment buildings as well as houses.

Common elements:

- exposed rafter ends
- clipped gable
- false half-timbering
- knee braces at eaves
- divided upper window lights
- large porch columns
- battered porch columns
- overhanging eaves

4.1.6 General Considerations

The character-giving elements of Pueblo's historic houses do not emphasize any one unified building pattern, but rather reflect a varied development pattern, offering some flexibility in how residential buildings could be altered, or how new residences might be added. These design guidelines are based on the historic and existing character of Pueblo's residential development pattern and architecture. The City zoning requirements should also be carefully evaluated before preparing a building design.

- Additions to residences tend to be at the rear of the building.
- Accessory buildings tend to be located at the rear of the building lot.
- Entries to residential buildings usually face the street.
- Residences with porches are better represented than those without porches.
- Windows in historic residential buildings are mostly vertically- proportioned, double-hung wood sash and frame.

4.2 Alterations To Residential Buildings

As noted in Section 5 of these Standards of Appropriateness, the National Park Service Heritage Conservation Services Standards for Rehabilitation of historic structures guides Pueblo's Standards. In addition the NPS technical Preservation Briefs (<http://www2.cr.nps.gov/TPS/briefs/presbhom.htm>) provide excellent technical detail on most topics of interest to those considering a historic property restoration or rehabilitation project. Several of the specific Preservation Briefs publications will be referenced in regard to residential restoration issues addressed here.

4.2.1 Building Placement

Most frequently turn-of-the-century buildings were centered between side lot lines, and placed nearer the front than the rear of the lot. The front yards were, and are still regularly situated along the residential streets. While there is flexibility for some variation in this pattern, it should generally be preserved.

4.2.2 Setbacks

Maintain the general front yard setback established by surrounding buildings and others along the street. Do not construct additions in the front yard; an exception to this might be reconstruction of an original porch, with documentation. An appropriate design for a new porch in the front setback where one never existed could be considered.

4.2.3 Spacing

Equal space between adjacent buildings should be preserved where it existed originally. Equal space on either side of a building should be a consideration when planning additions. This may not always be possible to achieve, in which case other factors should be used for guidance. (See Additions to Original Buildings below.)

4.3 Additions to Existing Buildings

4.3.1 Mass and Scale of Additions

Guidelines

1. The mass and scale of an addition should be compatible with the original building and with other buildings along the street.
2. No addition should overwhelm or obscure the original building, and should clearly be of secondary importance.
3. When considering a major expansion of a modest residence, make every effort to preserve the original structure from being incorporated into a renovation such that it is no longer recognizable.
4. Additions should be made to the rear of the original building where practical. A side "ell" may be an appropriate addition under some circumstances.
5. Additional floors are difficult to incorporate without compromising the scale of the original structure, and should most often be incorporated in a new addition, rather than the original structure.
6. Consider the limited use of simple dormers to create more usable space on upper floors.

4.3.2 Roof Forms

Guidelines

1. Use the same roof form for additions as the roof form of the original building. There are cases where different roof forms can be appropriately combined; however, this requires sensitive treatment. Research the way this is successfully accomplished in existing historic buildings.
2. Preserve the form of the original roof.

3. The same roof pitch as the original should be used for additions. Exceptions to this might include porches, bay windows, or small rear shed additions.
4. Dormers should use the same roof form as the main roof. Large shed dormers on gable roofs are a common example of an inappropriate form. (*See Preservation Briefs 4 and 19*).

4.3.3 Foundation

Match the foundation of the existing building in foundations of additions. The most common foundation material is stone; and the stone type, unit size and finish, pattern in which it is laid, mortar type and color, and joint treatment should all be matched to the original.

4.3.4 Entries

Preserve or restore the location and orientation of the original entry. Original entries were most commonly oriented to the street, and centered in the facade or located in an ell with a porch.

4.3.5 Porches

Guidelines

1. Original porches with their details should be carefully preserved.
2. Larger and more elaborately detailed porches are appropriate to larger and more elaborate homes. Simple homes should have appropriately small and simple porches.
3. Porches have many beneficial aspects in Pueblo's climate, and the addition of appropriate porches where none presently exist may be considered.

4.3.6 Doors and Windows

Guidelines

1. An important characteristic of historic buildings is the ratio of door and window openings to solid walls. In historic residential building facades, there is a greater percentage of solid wall than percentage of openings. Do not change this characteristic by significantly increasing the area of openings. One, or even several new openings may not change the perception of the amount of solid wall, but this should be carefully evaluated.
2. When designing additions, carefully incorporate a similar ratio of solid wall to openings as in the original building.
3. Preserve the existing location and opening size of original doors and windows.
4. When designing additions, incorporate the spacing and location pattern of the original doors and windows.
5. Make every effort to repair deteriorated original doors, windows, sashes and frames. Epoxy consolidation has been successfully used for this purpose.
6. If these elements are too deteriorated to repair, replacements should match the original as closely as possible in material, configuration, and cross-section of components. The door type, the window type and number of panes of glass should be carefully duplicated.
7. Windows and doors in additions should match those of the originals as closely as possible.
8. Storm windows and doors should not be of bright metal, but should be painted wood, anodized metal or painted metal with proper surface preparation. The form and lines of the original windows should be followed closely in storm windows and doors, to retain the original look of the building.

9. Snap-in window mullions are inappropriate. *(Several of the Preservation Briefs address historic window repair and replacement, especially #9 and 13).*

4.3.7 Architectural Details

Guidelines

1. Original architectural details, such as porch posts and balusters, door and window frames and heads, eaves trim and detailing, etc., should be carefully preserved.
2. Deteriorated elements should be repaired wherever possible. If too deteriorated to repair, the reproduction of the details should be considered.
3. Where details are missing, replace them only when there is evidence on which to base reconstruction.
4. Where no evidence exists on which to base reconstruction, consider the use of simplified examples of typical detailing.
5. Limit ornamentation on existing buildings and additions to locations where it is typically found on other historic buildings of similar style in Pueblo. For example, patterned shingles are found in gable ends, detailed trim at the eaves, turned posts and spindles at the porch, etc.
6. Gutters and downspouts are important measures to convey moisture away from the building. Many manufacturers now produce historic gutter sections, which are half-round rather than squared-U's. This small detail makes a significant difference to the appearance of a historic residence and should be incorporated whenever possible.

4.3.8 Building Materials

Guidelines

1. Historic building materials, with their characteristic scale, are very important visual elements, and should be preserved wherever possible.
2. Preserve original siding. Repair deterioration, and replace individual units if too deteriorated to repair.
3. Do not cover original siding; remove past attempts to cover siding, where feasible and restore or replace siding.
4. Generally match original siding and trim details in restoration of the original building and on additions; however, new construction should be recognizable as distinct from the historic building.
5. In repairing brick structures, carefully match the color, texture and size of the original brick. Many brick companies produce appropriate historic brick, or can produce custom brick to match the original.
6. Details of mortar and joints should be carefully matched, including mix, color and profile.
7. Repainting brick must be done carefully. Poor painting leads to further deterioration and makes a strong negative visual impact.
8. Additions to brick structures are difficult. Under some circumstances, an addition of matching brick might be the best option; in other cases, a secondary wood frame addition at the rear would be more appropriate.
9. Historic residential roofs were usually metal, asphalt shingle, or occasionally sawn wood shingles. For fire protection purposes, there is a recent trend away from wood roofs. An appropriate appearance depends more on the color and the apparent unit size of the roofing than the exact material.

Material:

Sawn wood shingles (not shake shingles);
Metal;
Good quality asphalt shingles.

Unit size:

The smallest exposure of shingle to create the smoothest surface is visually most appropriate; Seams in standing seam metal roofs should not be so large that they become a strong visual element.

Color:

Muted colors are important. Grey, dark brown, dark green and dark red are most appropriate. Uniformity of color is equally important. Variegated colors (common in some asphalt shingles) are inappropriate.

4.3.9 Paint

Based on Pueblo's eclectic historic pattern, there can be significant degree of flexibility in selection of paint colors and patterns. Exterior colors should be harmonious with the overall color scheme and character of existing brick, stone or masonry. It is recommended that a color scheme be selected for the entire building front that coordinates all the facade elements. Generally no more than three trim colors should be used. Paint manufacturers provide historical color schemes and approved color palettes for historical buildings from various periods of significance. The HPC requires a COA for exterior paint, and that a proposed paint color conform to a documented historic color palette. Recommendations for access to historic color palettes can be obtained from the Historic Preservation staff in the Pueblo Planning Department. (See *NPS Preservation Brief 10 for further guidelines*).

4.3.10 Beyond the color and pattern palette

Guidelines

1. The following guidelines should be considered before painting:
2. Brick that has not been painted before should not be painted. It can cause damage to the brick faces by trapping moisture behind the paint, resulting in spalling.
3. Many methods of cleaning paint from brick and stone damage the masonry and cause extensive deterioration, which is difficult to remedy or even stabilize. If cleaning masonry is contemplated, observe the following:
4. Use the most current cleaning methods and materials. For more information consult the Historic Preservation Staff, and see *Preservation Briefs 1 and 2*.
5. Complete testing on areas that are not on main elevations to determine the most effective treatment. For more information on testing, consult the Historic Preservation Staff.
6. If test areas show signs of damage to the masonry faces, leave the masonry painted.
7. Sandblasting will NOT be considered to clean dirt or paint from masonry.
8. The surface sheen of paint is an important characteristic of historic buildings. Oil-base paint has a shiny surface, and many latex-based paints have a matte surface. Whenever possible, match the surface sheen of oil-based paint.
9. Unweathered, unpainted wood has a raw unfinished appearance that stands out as inappropriate to the historic character of Pueblo. Species of wood that are frequently left unpainted in exterior uses, such as redwood and cedar, should be painted. Treatment with clear oil or synthetic sealers alone is inappropriate.

4.3.11 Skylights

Skylight have few historical precedents and should be placed on roofs away from public streets whenever possible. Skylights should be flat, and flush-mounted on the roof.

4.3.12 Flashing

All metal flashing or other metal elements should be painted to match the roofing color.

4.3.13 Solar Collectors

Solar collectors should be mounted flat on the roof. Changing the optimum angle may only minimally impair efficiency, and solar collectors that stand away from the roof are visually inappropriate.

4.3.14 Accessory Buildings

Original materials of accessory buildings should be preserved where feasible. Wood frame and narrow lap siding or brick are appropriate materials for accessory buildings, but the material selection should be compatible with, and secondary to the original residential structure.

4.3.15 Fences

Construction and materials should restore, repair and, as a last option, recreate early fences from the property. Wood slat fences are most common, and they are appropriate when no evidence of a historic fence can be established for the property. Wrought iron fences are somewhat common in Pueblo and should be restored or replaced as contributing elements of landmark sites (see Preservation Brief 27). Simple versions of painted welded steel can be appropriate contemporary versions. Spaced wood pickets are a potentially acceptable alternative when iron or steel are not feasible. Chain link fencing is most often inappropriate.

4.4 New Residential Construction

The following guidelines apply to new non-contributing buildings in designated historic districts. They may apply to “Non-contributing structures, with qualifications”, and they may be of interest to property owners and developers in Pueblo’s older but not yet designated historic neighborhoods. The most common shortcoming of new residential construction in historic neighborhoods is that it attempts to create a “suburban” look in a historic urban setting. Building placement, setbacks, and building scale are as important as architectural style, and several of the architectural details on new construction can go a long way toward assuring compatibility with surrounding historic structures.

4.4.1 Building Placement

Observe the existing pattern of building placement along the street where a new residence is contemplated, and conform to that pattern when siting the building. This includes the setback from the front and rear lot lines, and the amount and regularity of spacing between buildings.

4.4.2 Mass and Scale of New Buildings

Observe the building mass of existing historic residences in the neighborhood. Examine the square footage of facades, the percentage of façade area in windows and doors, the building heights, and the roof pitches. Design the new structure to be similar to and compatible with the preexisting ones in these respects.

Placing larger building elements to the rear, and incorporating architectural elements such as porches, bays, and dormers can provide living space, as well as compatible scale. Dormers can create usable space within the roof form and is a method to control the scale of new residences.

4.4.3 Roof Forms

Pitched roofs are the common form for residential roofs, except in particular architectural styles such as Pueblo Revival. Gable forms, both front gable and side gable, are most common. Mansard roofs and flat roofs are relatively uncommon but would be appropriate for new construction in particular architectural styles.

Secondary building elements generally should incorporate the same roof form as that of the main roof. Exceptions might include porches, bay window, small rear shed additions, and in some cases, dormers.

4.4.4 Foundations

Stone foundations are historically most common. Simple imitations of stone, or largely unobtrusive foundations are acceptable approaches to compatibility.

4.4.5 Entries

The main entry should be at the front elevation and generally oriented toward the street.

4.4.6 Porches

Guidelines

1. There are many examples of fine historic residences both with and without porches. Generally smaller residences have smaller simpler porches; larger ones have larger, more detailed porches.
2. Porches are located at their main entry, and can be centered on the elevation, extend partially or totally across the elevation, or be located in a building "ell".
3. Porches are usually raised a few steps above grade to match the first floor level.
4. Porches in Pueblo are most frequently constructed of wood, although masonry, brick and stone are common details.
5. Porches may have posts, railings, balusters and other ornamental details; new porch construction should use simple contemporary expressions of the traditional porch elements.

4.4.7 Doors and Windows

Guidelines

1. An important characteristic of historic residential buildings is greater percentage of solid wall than percentage of openings. This characteristic should be incorporated into new residences.
2. Window and door openings in historic residences usually had an identifiable pattern of placement, such as symmetry, vertical alignment from floor to floor, and no openings between floor levels. These patterns should be incorporated into new residences.
3. Window openings should be vertical in proportion, unless architectural styles in surrounding buildings reflect otherwise.
4. The most appropriate window type is double-hung wood sash and frame, or another similar material that imitates the look of these historic styles. Anodized metal windows may be appropriate if they are double-hung sash and frame and are finished with an appropriate color. Casement windows, horizontal sliders, and single-pane fixed sash are generally inappropriate window types.

4.4.8 Architectural Details

Guidelines

1. Detailing of new residences should be restrained and should *not* duplicate historic details. Contemporary expressions of such details are encouraged.
2. Simplicity can help create appropriate contemporary designs.

4.4.9 Building Materials

Guidelines

1. The most common historic residential building materials are wood frame with wood siding, brick and stone. New construction should use these materials when possible.
2. The most important aspect of historic building materials are their unit sizes, which should be incorporated into new residential buildings. This includes the size and exposure of roofing shingles, lap siding, and brick.
3. Brick should be generally similar in size, color and surface finish to historic brick. Many brick companies now manufacture such brick for use in historic communities.
4. Mortar type, color and joints should match those of historic brickwork.
5. Foundation stone should be similar in type, size, pattern and joint size to existing historic stone foundations.
6. Contemporary building materials may be appropriate if they are used in a similar way to historic building materials. Examples of this might include asphalt shingles with small unit exposure and smooth uniform color, or masonite siding with a maximum four-inch lap exposure.
7. Skylights, flashing, solar collectors, accessory buildings, paint and roofing colors, and fences should receive the same consideration as previously noted in *Alterations to Residential Buildings*. Refer to those sections for appropriate treatments.