



## REPORT TO COUNCIL City of Sacramento

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Staff Report  
January 15, 2008

Honorable Mayor and  
Members of the City Council

**Title:** Preservation Development Standards Public Review Draft

**Location/Council District:** Citywide

**Recommendation:** Review and comment

**Contact:** Roberta Deering, Senior Planner, (916) 808-8259; William Crouch, Urban Design Manager, (916) 808-8013

**Presenters:** William Crouch and Roberta Deering

**Department:** Development Services

**Division:** Planning

**Organization No:** 4885

### Description/Analysis

**Issue:** The City has adopted the Secretary of the Interior's Standards as its standard for preservation review of development projects involving historic properties. While the Secretary of the Interior's Standards are relatively straightforward, there is a great deal that may be seen as either vague or open to interpretation, and especially so relative to new infill construction in residential historic districts.

The Development Services Department Preservation Office has contracted with Winter & Company to prepare a Preservation Development Standards document for historic residential and neighborhood commercial projects. The document is designed to help interpret the Secretary of the Interior's Standards for the Treatment of Historic Properties, particularly the Rehabilitation Standards, as applied to preservation development projects in the City of Sacramento, and particularly relative to new infill construction projects in residential historic districts.

This new document is intended to help customers – property owners, their architects, contractors, the public, and Preservation staff and commissioners –



have a more predictable and clear understanding of the City's preservation project review process and especially how the Secretary of the Interior's Standards are interpreted for Sacramento's historic residential and neighborhood commercial development projects. The document is intended to provide a clear and more predictable understanding of preservation project review expectations for the design of alterations, adaptive reuse, additions, treatment of historic materials and a property's character-defining features, and new construction of historic residential and neighborhood commercial projects.

The document also presents a pilot effort to develop district-specific standards for four of Sacramento's designated historic districts. The districts were selected to represent the variety of types of districts as well as to include the two districts with the most vacant parcels available for infill new construction. The four pilot districts include: Boulevard Park, Capitol Avenue, Southside, and Washington Historic Districts. For maps of each of the four districts, see pages 10-3, 10-10, 10-16, and 10-24 of the Preservation Development Standards document.

The Public Review Draft of the Preservation Development Standards document is being presented before the City Council for review and comment. The Public Review Draft document represents the cumulative effort, to date, of the consultant, a Steering Committee made of members of the public and City staff (see acknowledgement page of Public Review Draft document), Preservation staff, and public comments solicited at two previous public workshops to develop the document.

Following this City Council briefing on the Public Review Draft, staff will re-engage the public in the review of this document, primarily through the city's website and area leadership meetings, as well as a special meeting inviting comments from the residents, business owners and property owners in the four pilot historic districts. Following these meetings and comments received, a final draft document will be forwarded to the Preservation Commission for its review and formal recommendations to the City Council. The Preservation Commission's recommendations on the final document will be presented to the City Council for its review and adoption, scheduled for March – April, 2008.

**Policy Considerations:** The primary policy intent of the document is to provide for more clarity and predictability, particularly related to new infill construction and additions to historic properties, in the application of the Secretary of the Interior's Standards for the Treatment of Historic Properties in City preservation development project reviews. These Preservation Development Standards support and are consistent with the City's Strategic Plan focus areas to achieve sustainability and livability in the City of Sacramento, as well as providing direction for infill new construction in historic districts and adaptive reuse of historic properties. These Preservation Development Standards are consistent with the City's adopted Preservation Element of the General Plan, the Historic Preservation Chapter, 17.134, of the City Code, and with the California Environmental Quality Act.

**Committee/Commission Action:** None to date.

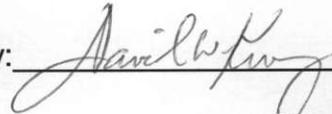
**Environmental Considerations:** The Secretary of the Interior's Standards for the Treatment of Historic Properties are used for California Environmental Quality Act (CEQA) purposes involving historic resources, whereby projects that are consistent with the Standards will be considered to have a less-than-significant effect on historic resources, and could therefore be exempt the project from environmental review, unless the project affects other elements of the environment. This new Preservation Development Standards document should greatly assist property owners and their architects and contractors in developing designs and programs for preservation projects that comply with the Secretary of the Interior's Standards and, therefore, potentially remain exempt from further environmental review.

**Rationale for Recommendation:** The Public Review Draft of the Preservation Development Standards represents the cumulative effort, to date, of the consultant, preservation staff, a Steering Committee made of city Staff and members of the public, and two previously held public workshops on the topic. It is a responsive and responsible document and, after receipt of the City Council's comments, should be circulated for public comment and Preservation Commission review and recommendation, prior to its final adoption by the City Council.

**Financial Considerations:** None.

**Emerging Small Business Development (ESBD):** No goods or services are being purchased under this report.

Respectfully Submitted by:



David Kwong  
Planning Manager

Approved by:



William Thomas  
Development Services Director

Recommendation Approved:

  
for \_\_\_\_\_  
Ray Kerridge  
City Manager

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## Attachment 1 -- Background

**Background**

A document is needed that would provide more predictable, consistent and clear information concerning the application of the Secretary of the Interior's Standards for the Treatment of Historic Property relative to preservation development projects in the City of Sacramento. While the Secretary of the Interior's Standards are relatively straight forward, they are vague and open to interpretation as they would particularly apply to new infill construction in historic districts.

Preservation design consultants, Winter & Company, is charged to assist the City in developing a document that would clarify the application of the Secretary of the Interior's Standards in the City of Sacramento for historic residential and neighborhood commercial projects, and to also provide clear direction in the area of infill new construction in residential historic districts. The document is also envisioned to test specific preservation development standards particular to four pilot historic districts. The four districts were chosen to reflect the variety of the City's historic districts and to include the two districts with the most vacant parcels available for infill new construction. The historic districts chosen for the pilot effort include: Boulevard Park, Capitol Avenue, Southside and Washington Historic Districts. For maps of each of the four districts, see pages 10-3, 10-10, 10-16, and 10-24 of the Preservation Development Standards document.

The document's standards would apply to the review of residential and neighborhood commercial projects located within the City's designated Historic Districts and on properties with individually-designated Landmarks.

The document is organized to assist the public, property owners, architects and contractors, and others involved in preservation development projects, to understand:

- The City's preservation development project review process
- Types of development projects to which the document applies
- Basic principles of historic preservation
- The Secretary of the Interior's Standards for the Treatment of Historic Properties, particularly the Rehabilitation Standards
- Treatment of original materials and character-defining features
- Rehabilitation of historic properties
- Adaptive reuse of historic properties
- Additions to historic structures
- Appropriate designs for new infill structures and alterations to non-historic structures within historic districts
- Seismic retrofit and energy conservation considerations for historic structures
- Site features, landscaping and other site-related work
- Specific preservation and design standards goals within four pilot historic districts

The consultants, Winter & Company, are one of the country's best-known firms in the field of preservation design guidelines and standards. They began this project by holding conversations with the Steering Committee convened to assist the City staff with the project, and by convening two public workshops. The first workshop focused on project goals and input from the public on the areas where the document could be most helpful, including beginning discussions on the key characteristics of the four pilot historic districts. After the first workshop, the first draft of a document was released and the second workshop was more specific in requesting comments and input on that first draft. The Steering Committee and City staff also provided extensive comments and suggestions on the first draft. Based upon those comments, a second draft was prepared by the consultants, which was reviewed by Preservation staff and the Steering Committee, resulting in the current Public Review Draft.

Staff is hereby seeking comments from the City Council prior to soliciting comments from the public on the Public Review Draft. Public comments will be solicited via the City's website, where the entire document will be posted as well as a comment link, and via presentations to the City's neighborhood Areawide Leadership meetings. A special meeting will also be held on the standards proposed for the four pilot historic districts to solicit comments from these districts' neighborhood associations, property owners, residents, and business owners. A public hearing will then be held before the City's Preservation Commission for its review of a final draft document incorporating these comments. The Preservation Commission's formal recommendations will then be transmitted to the City Council for its review and adoption of a final document at a public hearing, anticipated to be held March-April, 2008.

# City of Sacramento

## Residential and Neighborhood Commercial Preservation Development Standards For Rehabilitation, Adaptive Reuse, Infill and New Construction Projects involving Landmark Properties and Properties within Historic Districts



Public Review Draft  
November 2007

Backside of cover

# Acknowledgements

This document, and the standards within, were developed by the consultants through a series of public workshops, with input from residents and property owners, a project Steering Committee composed of representatives from various organizations and districts, the City's former Design Review & Preservation Board, Preservation Commission, and the City staff. The City Council formally adopted the standards in this document on \_\_\_\_\_ (date)\_\_\_\_\_.

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# Introduction

Sacramento holds some of the finest collections of historic properties in California, including many noteworthy Landmark properties and numerous Historic Districts. It is the City's goal to support the high quality of life that the community enjoys by preserving these resources. The preservation development project standards in this document are provided to facilitate preservation and continued use of these resources. It provides a set of standards that apply to many situations, especially historic residential neighborhoods. There also are sections that address some specific selected historic districts. These are presented in an organizational framework that can accommodate the addition of more district-specific standards in the future.

## How Will These Preservation and Development Standards Be Used?

These preservation and development standards have been developed to provide property owners and any design or construction professionals assisting in local projects with information that should be used in planning an approach to the treatment of historic properties or in the design of alterations or new construction involving historic Landmarks or properties within Historic Districts. Property owners should review the standards when planning an improvement project in order to ensure that the work contemplated will help preserve the historic fabric and character of the property and, if applicable, the historic district.

## Why Have Preservation Development Project Standards?

Preservation Development Project Standards help establish a common understanding of historic preservation and design principles and standards. Maintaining a high quality of life and retaining the charm and character of the city are important goals identified by the City and its residents. Therefore, these standards and the preservation development project application review and approval process through which they are administered promote preservation of the significant historic, cultural and architectural resources that reflect the history of Sacramento. These resources are fragile and finite, and are vulnerable to inappropriate alteration and demolition.

Historic districts, similar to historic structures, also are established to protect a district's character or certain features that have been identified as important to that district's sense of place or history. New construction within historic districts can enhance or compromise that character. Recognizing this, the City of Sacramento has established these preservation development project standards to identify the most appropriate means to protect historic properties and districts, and to provide as clear direction as possible to the applicant and provide the basis for how the preservation development project application review and approval decisions will be made.

## Where And To What Properties These Standards Apply

Preservation standards seek to preserve significant historic fabric, in addition to ensuring that new construction is of a design that is appropriate to preserving the historic property's or district's character-defining features. Should either the Secretary of the Interior's Standards for the Treatment of Historic Properties or these Standards be silent on a particular issue or proposal, then the underlying "Design Review District" Guidelines, if any, will apply though always within the general preservation principles as described herein. This Preservation Development Project Standards document will supercede the Listed Structures Plan and the Preservation Area Plan documents for residential and neighborhood commercial properties.

Within areas where Design Review District Guidelines currently exist, such as the Central City Neighborhood Design Guidelines in the Central City, these Preservation Development Project Standards generally supercede those Guidelines for properties within historic districts or historic properties outside historic districts.

This document does NOT apply to the Central Business District, Downtown Railyards, Richards Boulevard Special Planning District, R Street Historic District, or other industrial Landmark properties.

For historic resources in the City of Sacramento, the Secretary of the Interior's Standards for the Treatment of Historic Properties are specified in the City Code as the standards to be used for rehabilitation and development projects involving Landmark and Historic District properties. This Preservation Development Project Standards document details the application of the Secretary of the Interior's Standards in the City of Sacramento.

**Note:**

The term "Preservation" is used in two senses in this document:

1. First, the term "Preservation", with a capital P, is used, in limited fashion, as defined by the Secretary of the Interior (SOI), as a specific "treatment" approach for historic resources. (The complete SOI definition is presented on page 2-2.)

2. Second, the term "preservation" is used in the more general way most commonly used, which encompasses all aspects of preservation, restoring and rehabilitating historic resources including adaptive reuse. In most places in this document, the second more encompassing meaning applies. The exception is within the chapter specifically outlining the SOI's preservation, restoration and reconstruction treatments.

To help ensure clarity, this document will capitalize "Preservation" when referring to the SOI standards, and will be used with lower case "preservation" when the word will be used in the general sense.

## What Types Of Projects Should Use These Standards

This document includes the City of Sacramento's adopted Residential and Neighborhood Commercial standards for rehabilitation, alterations, adaptive reuse, additions, new construction, new design, development and infill projects that will apply to designated City Landmark properties and properties within Sacramento's designated Historic Districts. These Standards are based upon the Secretary of the Interior's Rehabilitation Standards. They will be used in conjunction with other Sacramento City Codes, such as the Zoning Code and Building Code, and other laws and regulations pertaining to development projects, such as the California Environmental Quality Act and the California Historical Building Code, among others.

To implement the preservation policies adopted in the Historic Preservation Element of the City of Sacramento's General Plan, the Historic Preservation Chapter of the City Code addresses procedures and standards to be used in the review of remodeling, rehabilitation, additions, new infill construction, repairs, demolitions or other proposed development projects involving City-designated Landmark properties and properties located within City designated Historic Districts.

While ordinary repair and maintenance are encouraged, seemingly minor alterations to a historic property, like changing windows or enclosing a porch, can have a dramatic effect on the visual character of a historic property and therefore are subject to preservation project review. The following is a list of common changes that can have a significant impact on a historic property:

- Construction of a new structure on a property or within a district
- Alteration or removal of exterior features of a historic property
- Addition to a structure
- Raising the elevation of a structure
- Removal or demolition, in whole or in part, of a historic property
- Applying a new exterior siding material
- Adding new windows, doors or dormers
- Replacing windows, doors or dormers
- Creating a driveway or a parking area

- Building a deck, fence or garage
- Enclosing a porch

This list is not all inclusive but is indicative of the types of changes to which these standards apply. For questions regarding permits and the applicability of these standards, please contact the Preservation office in the Current Planning Division of the Development Services Department: (916) 808-5656 or [planning@cityofsacramento.org](mailto:planning@cityofsacramento.org)

While the design standards are written for use by the layperson, property owners are strongly encouraged to enlist the assistance of qualified design, construction and planning professionals, including architects and preservation consultants.

## Applicability & Cost

These preservation development project standards convey general policies about the appropriateness of, and the appropriate design and materials to be used for proposed alterations to existing structures, additions, infill, new construction and site work. While in some cases these standards dictate specific solutions, in others they define a range of appropriate responses to a variety of specific design issues.

## How Many Standards Should Be Met?

Each proposed project will be considered on a case by case basis to determine compliance with relevant standards. In each case, a unique combination of preservation and design variables may be involved and, as a result, the applicability of each standard may vary. These variables generally include analysis of the property's or district's character-defining historic features and the proposed project's compatibility with, or impacts upon, those features. If a proposed project is not compatible or adversely impacts those features, there may be design alternatives for the project that would bring it into compliance with these standards.

Rehabilitating a historic property can cost less than constructing a new one. In fact, the preservation development project standards presented in this

document promote cost-saving measures, in that they often encourage simpler solutions, or retain existing materials, which in themselves provide savings.

Historic rehabilitation does not automatically translate into higher construction or maintenance costs. Ultimately, preserving historic resources is a long-range community policy that promotes economic well-being and overall viability of the City at large.

## Organization of the Document

The document is organized into an introduction, a chapter on the City of Sacramento's preservation development project review procedures, a chapter on the Secretary of the Interior's Standards for the Treatment of Historic Properties and a chapter explaining the guiding principles, five chapters of general preservation development project standards and a chapter of specific preservation development project standards for four historic districts. These four districts are serving as pilot districts in the development of additional preservation development project standards which are more specific to each of those districts.

## Structure of Preservation and Development Standards

Each design standard in this document includes several components that constitute the material upon which preservation and development project review decisions will be made.

### Design Elements

The standards are grouped into pertinent design element categories (e.g., site planning, building materials, secondary structures).

### Background Information

Following the policy statement is a brief discussion of the issues typically associated with the specific design element. This may include technical information as well as other relevant preservation practices.

## Preservation and Development Standards

Specific design standards are numbered in order to reference them during the preservation and development project application review process. The numbering system does not reflect a prioritization of the standards.

### Additional Information

The design standard statement is followed by supplementary information that may include additional requirements, or may provide an expanded explanation. The supplementary information is listed as bullet (•) statements.

### ***Sample of the format for Preservation and Development standards used in this document.***

#### **Treatment of Character-Defining Features**

Preserve historic architectural features and details. Historic features, including original materials, architectural details, types and placement of windows and door openings and even the structure's proportions of roof forms, contribute to the character of a structure and are referred to as character-defining features. It is the preservation of these features and characteristics that inform these standards.

##### **4.1 Preserve and maintain significant stylistic and architectural features.**

- The best preservation procedure is to maintain historic features from the outset so that intervention is not required. Employ preventive measures such as rust removal, caulking, limited paint removal and reapplication of paint. Use treatments that do not harm the historic materials.

## Illustrations

Preservation and development standards are further explained with photographs and illustrations. The examples given may not be the only appropriate option, however.



*Protect and maintain significant stylistic features, such as these bay windows, gable and scroll bracket details.*

- Do not remove or alter architectural details that are in good condition or that can be repaired.

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## Introduction

The introduction explains how the document will be used, which properties it applies to, what types of projects should use these standards, the applicability and cost, how many standards should be met, organization of the document, the structure of preservation and development standards, and which preservation and development standards apply to your project.

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# Chapter 1

## The Preservation and Development Project Review Process in Sacramento

Sacramento has a long established historic preservation program, adopted in 1975. Initially, the program included the creation of the Preservation Board, the Design Review & Preservation Board and now the Preservation Commission, and focused on identifying and protecting historic resources in the Central City. Now, the program seeks to identify, protect and enhance the viability of historic resources throughout the City of Sacramento. A major vehicle used for the protection of historic resources is the review and approval process for proposals to rehabilitate, reuse, add to, build a new structure, alter, make certain types of repairs, and demolish city-designated landmark properties and properties within city-designated historic districts.

Properties within the City designated as historic "Landmarks" or located within a "Historic District" are subject to the Historic Preservation Ordinance, Chapter 17.134 of the City Code relative to rehabilitation and new development project proposals. The Preservation Commission (Commission), the Preservation Director and Preservation Planning Staff will use the Secretary of the Interior's Standards for the Treatment of Historic Properties, and these supplemental preservation development project standards for their reviews and approval of preservation development projects involving Landmark properties or properties within Historic Districts.

Definitions from the Historic Preservation Chapter, Title 17, Chapter 17.134, of the Sacramento City Code:

"Development Project" means and includes the following:

- (i) the alteration, modification or rehabilitation of the exteriors of Landmarks, Contributing Resources and Non-Contributing Resources;
- (ii) the alteration, modification or rehabilitation of interiors of Landmarks and Contributing Resources where the interiors constitute "Features or Characteristics" as defined herein; or
- (iii) new construction within a Historic District.

"Feature or Characteristic" means fixtures, components or appurtenances attached to, contiguous with or otherwise related to a structure or property including landscaping, setbacks, distinguishing aspects, roof attributes, overlays, moldings sculptures, fountains, light fixtures, windows, and monuments. "Feature or Characteristic" may include historically and/or architecturally significant interior areas that are accessible to or made available to the public, including, without limitation, areas commonly used as public spaces such as lobbies, meeting rooms, gathering rooms, public hallways, great halls, bank lobbies or other similar spaces. Interior areas that generally are not accessible to or made available to the public, but which occasionally may be visited by business invitees or members of the public, including those on a tour of a facility, do not constitute a "Feature or Characteristic" for purposes of this Chapter.

## Factors to Consider

It should be noted that the City's preservation development project review process is "reactive," in that it applies to the review and approval of proposed actions initiated by a property owner. It also should be noted that, while these standards have been developed to provide more specificity relative to the interpretation of the Secretary of the Interior's Standards for the Treatment of Historic Properties, the preservation development review process, using these standards, may result in outcomes that reflect the specifics of a building's type or condition and the property owner's proposals. Except for the Minimum Maintenance provisions of the Historic Preservation Chapter of the City Code, and other maintenance provisions of the Code, the preservation and development project review process does not require a property owner to instigate improvements that are not contemplated.

In many instances, other chapters of the City Code involving Zoning, Design Review Districts, Special Planning Districts, Overlay Zones, and the Building Code, among other chapters - may also have review and approval requirements depending on the improvements, rehabilitation or new construction being proposed. It is best to confirm all applicable codes for a property with the City of Sacramento's current Planning Division.

## Preservation Commission

The Preservation Commission (Commission) is a seven-member commission appointed by the Mayor and confirmed by the City Council. The Commission has design and preservation decision-making responsibility for major development project applications involving designated Landmarks and properties within Historic Districts. The Commission also has additional responsibilities beyond design and preservation development project review. The Commission is staffed by a Preservation Office within the current Planning Division of the City's Development Services Department. The Commission holds regular public meetings on the first Wednesday of each month.

## Preservation Development Project Review Process

Follow these basic steps to understand the preservation development project application and review process in Sacramento. It is strongly advised that property owners contact the City's Preservation Staff to review current procedures and standards, and for information on neighborhood and business district organizations for consultations early in the project's development.

### Step 1. Consider professional design and construction assistance.

Property owners are encouraged to engage licensed architects and other design and planning professionals to assist them in developing their concepts. For projects involving change of use, for instance from a residential to commercial use, the City Code may require the use of a licensed architect, engineer or other discipline. Doing so may significantly help facilitate both the project development as well as the application and review process.

### Step 2. Check other City regulations.

The standards are a supplement to other adopted City regulations. The Planning Division, of the City of Sacramento Development Services Department, can provide information about certain regulations, which may affect the design character of a project. Examples include:

- The City of Sacramento General Plan
- Community Plans and specific plans
- The City of Sacramento City Code
- The City of Sacramento Zoning Code, Title 17
- The City of Sacramento Historic Preservation Chapter of the City Code, Ch. 17.134
- The Building Code, Title 15
- The California State Historical Building Code (SHBC)
- Americans with Disabilities Act (ADA) and related codes and regulations
- The California Environmental Quality Act (CEQA) and related regulations

### **California Historical Building Code**

All City-designated Landmarks and Contributing Resources in Historic Districts are considered Qualified Historical Buildings under the CA Historical Building Code. The CA Historical Building Code, to be used in conjunction with the regular building code, offers a certain degree of flexibility and provides for alternative solutions to meet Building Code standards and requirements to help ensure the preservation of qualified historical buildings or properties, and requires agencies to accept reasonably equivalent alternatives to the regular Building Code.

### **Step 3. Become familiar with the preservation development project standards.**

Review the basic organization of this standards document and determine which chapter(s) will apply to a project. Contact Preservation Staff early in your project's design development. Often a pre-applicant MATRIX meeting can be very helpful to identify key issues to consider.

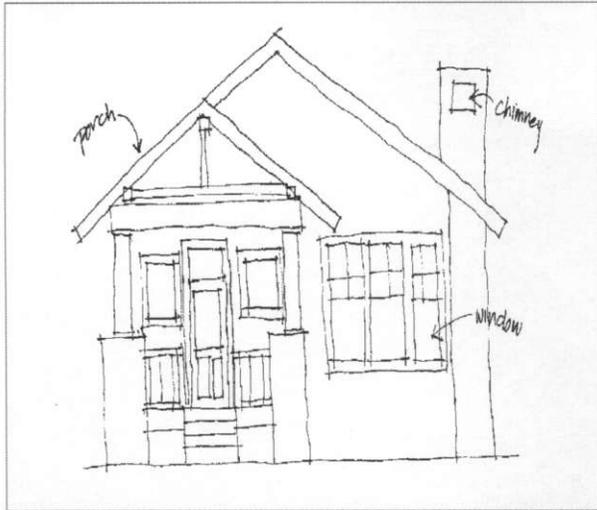
### **Step 4. Review the site context.**

Consider immediately adjacent properties and the character of an entire block. The character of an entire historic district is also an important consideration.

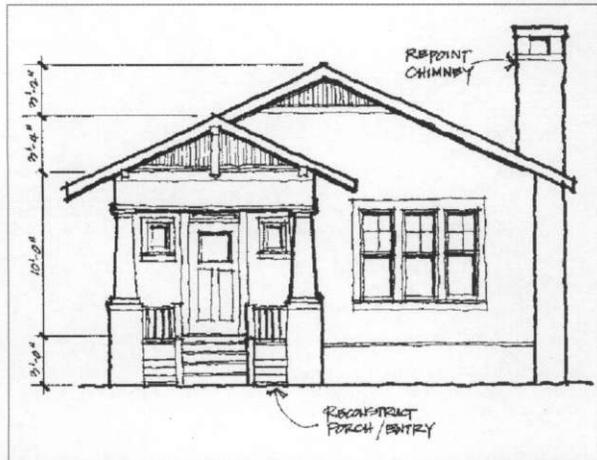
### **Step 5. Develop a preservation, development and design concept using the standards.**

The standards form the basis for the preservation development project review and approval process. Projects involving historic resources in which the work is determined to comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties may be eligible for exemption from environmental review pursuant to CEQA, provided there are no other potential environmental issues involved in the project

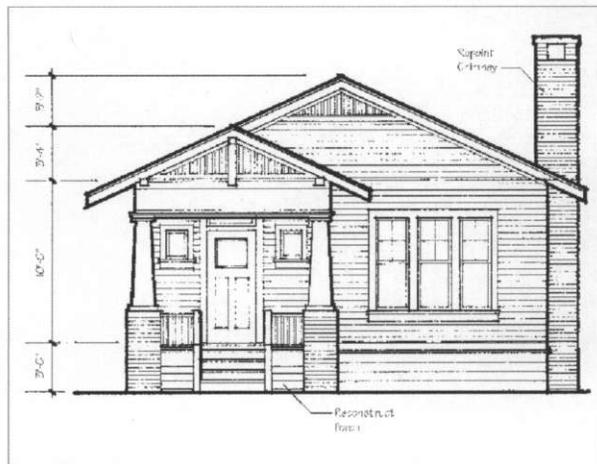
The agenda for upcoming meetings and synopsis of past meetings is posted on the City's website at:  
<http://www.cityofsacramento.org/dsd/council/commissions/preservation>, or contact the Planning Division Help Desk at (916) 808.5656, or [planning@cityofsacramento.org](mailto:planning@cityofsacramento.org)



**Not appropriate drawing:** the scale and character are not clearly conveyed, nor are there any dimensions.



**Appropriate drawing:** while in free-hand, this drawing does adequately convey the scale and character of the proposed work.



**Appropriate drawing:** mechanically drafted to scale, this drawing best conveys the character of the proposed work.

### Step 6. Prepare and submit a complete application packet for formal review.

An application packet should be prepared and submitted to the City for projects subject to review. Adequate documentation is essential to provide a complete understanding of the proposed scope of work, the existing property, structures on the property, and what parts of the property or structure will be affected by the proposed work.

As the sketches to the left illustrate, if a drawing is to be included in the submittal package, it should be drafted to scale and executed in a manner that clearly depicts the character of the proposed work.

For a complete list of required submittal documents, contact the Planning Division or download the Historic Preservation projects checklist and Universal application at: <http://www.cityofsacramento.org/dsd/council/commissions/preservation>

**PRESERVATION DEVELOPMENT PROJECT REVIEW**  
Pursuant to the Historic Preservation Chapter of the City Code, Ch. 17.134, Effective January 01, 2007

**Threshold Levels of Review, Notification and Hearings Procedures**

Properties: Applies to all properties that either have been designated, or have nominations pending, as Landmarks or within Historic Districts.  
Work: Applies to any work affecting the site, including new construction and fencing, the exterior of a structure, including windows, and publically-accessible interiors determined to be significant by the Preservation Director, and any demolition or moving of any structure or significant site feature.

PROJECTS	REVIEW LEVEL PRESERVATION COMMISSION	NOTIFICATION	HEARINGS
<p>1. Development projects that involve:</p> <p>a. <b>Alteration to Landmark or Contributing Resource</b> w/ sig. impact to character-defining features, original fabric or eligibility for listing in the Sacramento Register of Historic &amp; Cultural Resources.</p> <p>b. <b>New construction on site of Landmark or w/in Historic District</b> that would have sig. impact on character-defining features of the resource, original fabric, or eligibility for listing in the Sacramento Register of Historic &amp; Cultural Resources.</p> <p>c. <b>Relocation of structure to site of a Landmark or w/in Historic District</b> w/ sig. impact on character-defining features of the resource, original fabric or eligibility for listing in the Sacramento Register of Historic &amp; Cultural Resources.</p>		<p><b>Early Notification of Project:</b> mailing to property owners w/in 300 feet of property and relevant neighborhood association/s at time of initial receipt of project application deemed complete.</p> <p><b>Legal Notice of Hearing:</b> mailing to property owners w/in 300 ft of project site and posting site-minimum of 10 days prior to Hearing date.</p> <p><b>Agenda</b> posted (on bulletin board at New City Hall and on City Website) 72 hours in advance of Hearing.</p> <p><b>Record of Decision/Certificate of Appropriateness:</b> Posted on City Website on the day following Hearing and mailed to applicant.</p>	<p><b>Public Hearing</b> (Items 1 through 4 subject to Appeal to the City Council; appeal must be filed w/in ten calendar days from date of decision)</p>
<p>2. <b>Demolition or relocation of a Landmark or</b></p>			

<p>contributing resource in a Historic District.</p> <p>3. Relocation of a structure to a vacant lot in an Historic District.</p> <p>4. Any project subject to Preservation Director review that Pres.Dir. elects to elevate to the Preservation Commission.</p> <p>5. Appeals of Preservation Director Decisions.</p>			
<p><b>PROJECTS</b></p>	<p><b>REVIEW LEVEL</b></p> <p><b>PRESERVATION DIRECTOR HEARING</b></p>	<p><b>NOTIFICATION</b></p>	<p><b>HEARINGS</b></p>
<p>1. Development projects not subject to Preservation Commission review and involves:</p> <p>a. <b>New construction of structure on the site of a Landmark or w/in Historic District.</b></p> <p>b. <b>Additions of new porches, dormers, or new conditioned space on primary facades or affecting significant features or characteristics.</b></p> <p>c. <b>Alterations affecting primary facades, raising the structure, partial demolitions or other changes that could impact character-defining features or original fabric.</b></p> <p>d. <b>Demolition or relocation of accessory structures not identified as significant features</b></p>		<p><b>Early Notification of Project:</b> mailing to property owners w/in 300 feet of property and relevant neighborhood association/s at time of initial receipt of project application deemed complete.</p> <p><b>Legal Notice of Hearing:</b> mailing to property owners w/in 300 ft of project site and posting site-minimum of 10 days prior to Hearing date.</p> <p><b>Agenda</b> posted (on bulletin board at New City Hall and on City Website) 72 hours in advance of Hearing.</p> <p><b>Record of Decision/Certificate of</b></p>	<p><b>Public Hearing</b> (subject to Appeal to the Preservation Commission; appeal must be filed w/in ten calendar days from date of decision)</p>