

Background

The property is located at 306 NE 6th Avenue and is zoned PS (Public Services). The parcel (12588-000-000) is approximately 6 acres in size, is located in the Northeast Residential Historic District and is also individually listed on the National Register of Historic Places. The property contains two historic buildings: Building A was constructed from 1906-1910 as a private residence and Building B from 1925-1928 as a conversion of the entire property into Hotel Thomas. After passing into the hands of Santa Fe College in 1968, the building went through seven years of little maintenance, and in many ways fell into disrepair. The City in fact considered demolition of The Thomas Center, but after community members came together to insist on saving the facility, it was instead restored. In 1974, the City of Gainesville purchased the Thomas Center and restored Building A to mimic the 1928 hotel period. Building B was converted into offices for five city departments and has very little of its original fabric intact on the interior. The conversion also included the installation of a parking lot on the east side of the buildings and making a new entry on the rear façade of Building B.

This project is part of the City's "Citizen-Centered Gainesville" initiative and is the first phrase of a larger project to make Thomas Center B more welcoming and accessible to both the public and city government users. Whereas Building A and the gardens are the "community icon" of the Thomas Center, Building B is disconnected from the larger campus, with the existing entry located at the original "rear" of the building, a separate disability entry between Buildings A and B and no straightforward access to the gardens or Building A. The construction of this new stair and ramp and the replacement of the existing fire doors will be the first step in making Building B a welcoming, well-connected hub, with universal access and public use for the city as well as citizens.

Project Description

The existing ramp was constructed between Buildings A and B in the 1970s and does not contribute to the historic significance of the complex. The existing ramp is too steep to meet current accessibility code requirements. The ramp is shared between the two Thomas Center buildings, with entrances to the first floor of Building B and the gallery level of Building A. The existing ramp is located approximately 200' from the entry of Building B, remote from the lobby and is difficult to find, as it is somewhat hidden behind screened mechanical equipment. The ramp leads to a side entry of Building B, where the corridor also doesn't meet current accessibility standards. The existing ramp is concrete with a stucco-covered hip wall and simple aluminum railings.

The existing stairs were added onto the west façade of Building B in the 1970s in order to provide a main entry to the building's first floor and basement level. The entry consists of a patio-style landing with a symmetrical flight of flanking stairs off the front. The entry to the basement level is underneath the landing, at grade level, on the north side. The walls of the stairs and landing are covered in stucco, with a red square clay tile for the landing surface, and stair treads and risers. The existing treads have yellow and red rubber non-slip tread covers. Existing aluminum guardrails and handrails consist of simple square pickets between rectangular stucco-covered piers. The clay tile surface of the landing is worn and showing some signs of cracking along mortar joints. The stucco on the stair walls is in good condition, though in need of paint.

The existing ramps will remain intact during this phase of construction. The existing stairs and stucco piers will be removed from the front of the Building B entry. The landing and basement level entry will remain. New stairs and a new ramp will be constructed at the Building B parking lot entry. The proposed symmetrical configuration of the stairs and its front approach will provide a more formal front entry to

Building B. The ADA ramp will be located to the north of the landing, with a switchback and landing provided to meet code requirements, and will provide access to the existing entry landing. Installing a new ramp at the parking lot entry of Building B in conjunction with the new stair not only accomplishes the universal accessibility required by ADA, but also makes a statement that the disabled should have equal access to the main entrance of Building B and not be relegated to a side entry.

Proposed materials will match the existing: wall covered with stucco and new concrete stair treads and risers. The surface of the ramp will be concrete, as required by code for non-slip surface. The concrete treads at the stairs were chosen to match the other stairs in the complex and will be inherently non-slip, removing the need for the rubber non-slip tread covers. The existing red clay tile flooring will be re-tiled, cleaned and repaired as required, with new tile to match the existing in color and size, though a slip-resistant product with larger aggregate may be used in place of the existing applied non-stick surface. A new aluminum handrail and guardrail will be installed at the stair, the ramp and the landing. The design intent is to match the historic iron handrail at the original entry to Building B, located in the Turtle Courtyard, with a custom aluminum railing consisting of slender pickets, a similar decorative finial at the corners, and a glossy black finish to coordinate with the other railings in the complex. However, depending on bid price, an off-the-shelf aluminum product that matches the railings around campus may be used instead.

The two existing fire doors at the west breezeway of the Turtle Courtyard are non-historic, solid metal doors with no glazing or “vision lites” in them. The project proposes to replace the existing doors with new metal fire doors that have multi-pane “vision lites.” The doors will match the existing doors to the lobby entries at Building B and will have the added benefit of providing visibility from inside the stair wells out to the breezeway.

Basis for Staff Recommendation

Consideration of a Certificate of Appropriateness application is pursuant to Section 30-112 of the Land Development Code and the Secretary of Interior’s Standards (SOIS) for Rehabilitation which serves as the basis for the City of Gainesville’s Historic Preservation Rehabilitation and Design Guidelines. The specific guidelines referenced are “Additions to Existing Buildings” (GL p. 88/ Exhibit 4) for the new stair and “Handicap Accessibility” (GL p. 150/ Exhibit 5) for the ramp. The guidelines reference the following SOIS:

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

“...Additions should not significantly alter original distinguishing qualities of buildings such as the basic form, materials, fenestration, and stylistic elements under Standard 2. Additions that replicate the style of the existing building or other historical styles should be avoided under Standard 3. Under Standard 9, additions should be clearly distinguished from original portions of the building and should result in minimal damage to its integrity. Character-defining features of a historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of a building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of a building. Under Standard 10, they should be constructed so that if removed in the future, the essential form and integrity of a building will be unimpaired.”

“The addition of a handicap access ramp as required by ADA must comply with Standards 9 and 10. The ramp must be clearly distinguished from the historic portion of the building by its form and construction. Access ramps are clearly not historic features. At the same time the design should be well integrated with the building through the use of appropriate materials and matching paint colors. The ramp location should be considered a design issue. No significant historic features should be impacted. The size and scale of the ramp shall be appropriate to the building and clearly subordinate to it. Under Standard 10, ramps could be removed in the future without altering the form of the building or any significant features.”

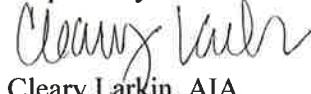
The proposed design complies with the above-referenced SOIS in the following manner: the existing stair and ramp are non-historic to the building and can be removed and altered without damaging the historic Building B; the new stair and ramp will not alter the character of the historic Building B and future removal of these items would leave the historic integrity of the building intact; the location of the consolidated stair and ramp will be on the secondary façade of Building B and will not detract from the campus’ historic significance or integrity; the design of the new stair and ramp is compatible with the entire historic complex, as it uses design elements, materials, and colors that are similar or complimentary to the historic: stucco, concrete, painted black metal railings; the new stairs and ramp will be differentiated from the historic in its use of contemporary materials, such as concrete and aluminum railings, its use of code-required railing design, and its interpretation of historic civic entry stair configurations. The replacement of the fire doors also complies with the above-referenced SOIS in that the doors to be replaced are non-historic, and the proposed doors will not alter the character of the historic building and will be compatible with the existing architecture of Building B.

Respectfully submitted,



Andrew Persons
Interim Principal Planner

Prepared by:



Cleary Larkin, AIA
Planner

List of Exhibits

Exhibit 1 Photos

Exhibit 2 Drawings

Exhibit 3 COA Application

Exhibit 4 Design Guidelines: Additions to Existing Buildings

Exhibit 5 Design Guidelines: Handicap Accessibility

Exhibit 1: Photos



Top: Aerial Photo shows Building B located north of Building A, with the public gardens to the west and the parking lot to the east.

Bottom: View from parking lot. Building B entry to the right. Existing ramps visible to the left, beyond the screened mechanical units in front.

Exhibit 1: Photos



Left: Looking towards the ramp from the Building B entry. No wayfinding exists to point the disabled to the ramps.

Bottom: Existing ramp between Buildings A & B. Ramps will remain during this phase of construction.



Exhibit 1: Photos



Top Left: Existing ramp, with concrete ramp surface, stucco piers and aluminum railings.

Top Right: Existing door into Building B from ramp access.

Bottom: Existing interior corridor from ramp access.

Exhibit 1: Photos



Top: Existing stairs at parking lot entry to Building B.

Bottom: Side view of the existing stair configuration, with entry to basement on the right (to remain) and stairs on the left (to be removed).

Exhibit 1: Photos

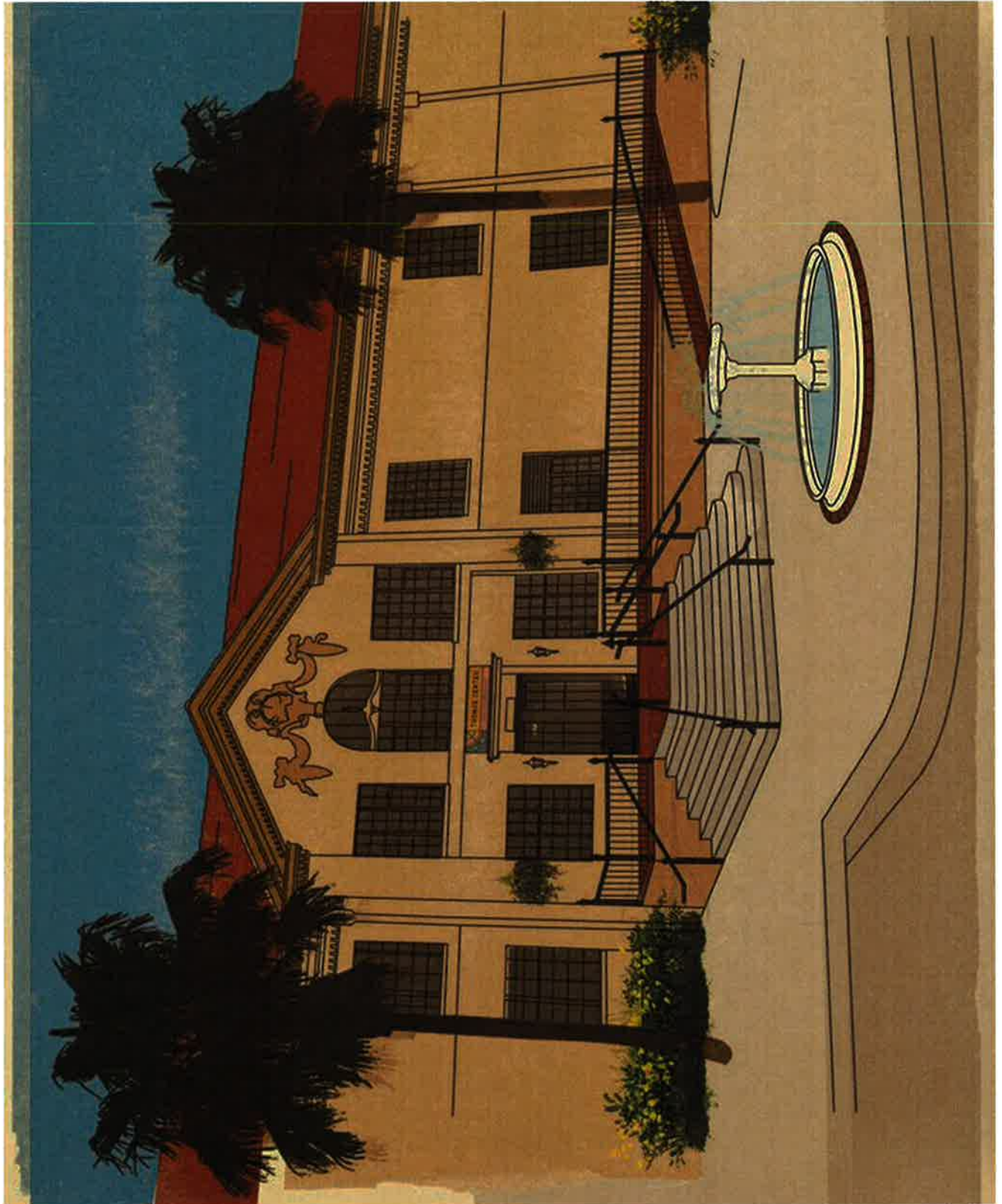


Top: Existing stairs have stucco covered walls and piers, aluminum railings, red tile stairs with non-slip tread covers.

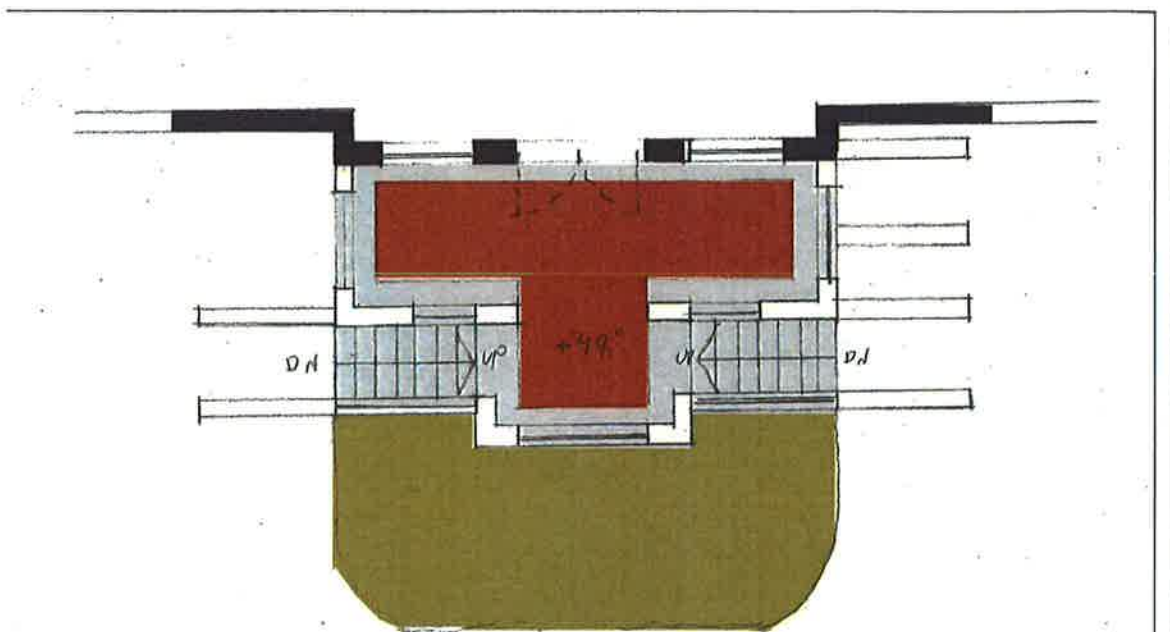
Bottom: Existing entry with stucco piers and red clay tile flooring. The dark color is a non-slip surface that has been applied to the tile.



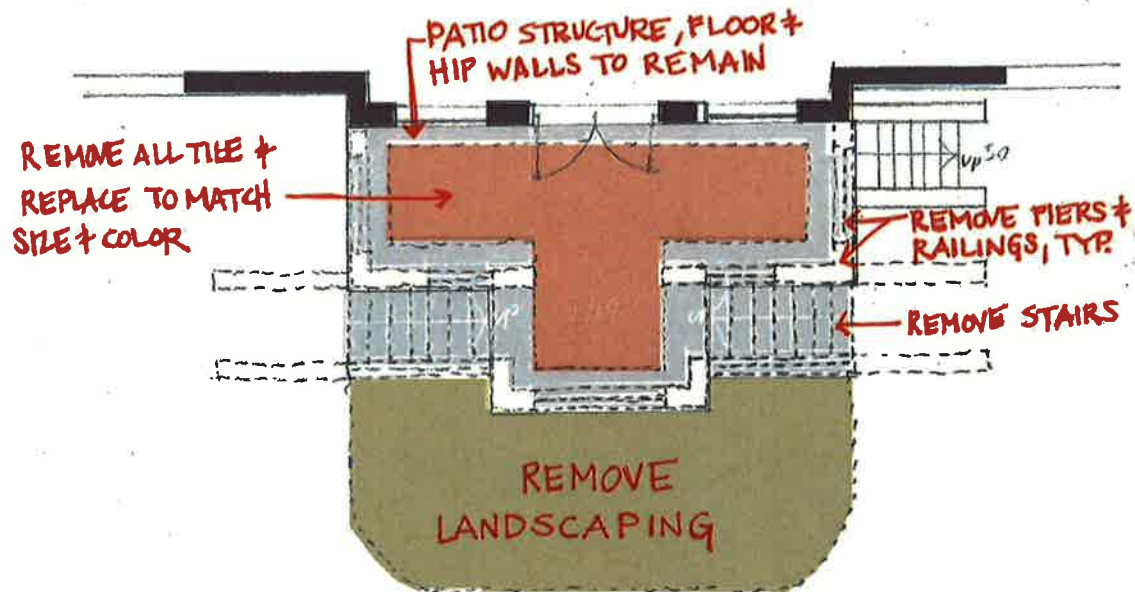
Two sets of fire doors are existing at the western breezeway at the Turtle Courtyard. The existing are solid metal, non-historic doors. They will be replaced with doors to match the existing doors at the lobby entry of Building B , as seen in the bottom photo on the previous page.



PROPOSED ENTRY (Fountain not included in this phase of review)



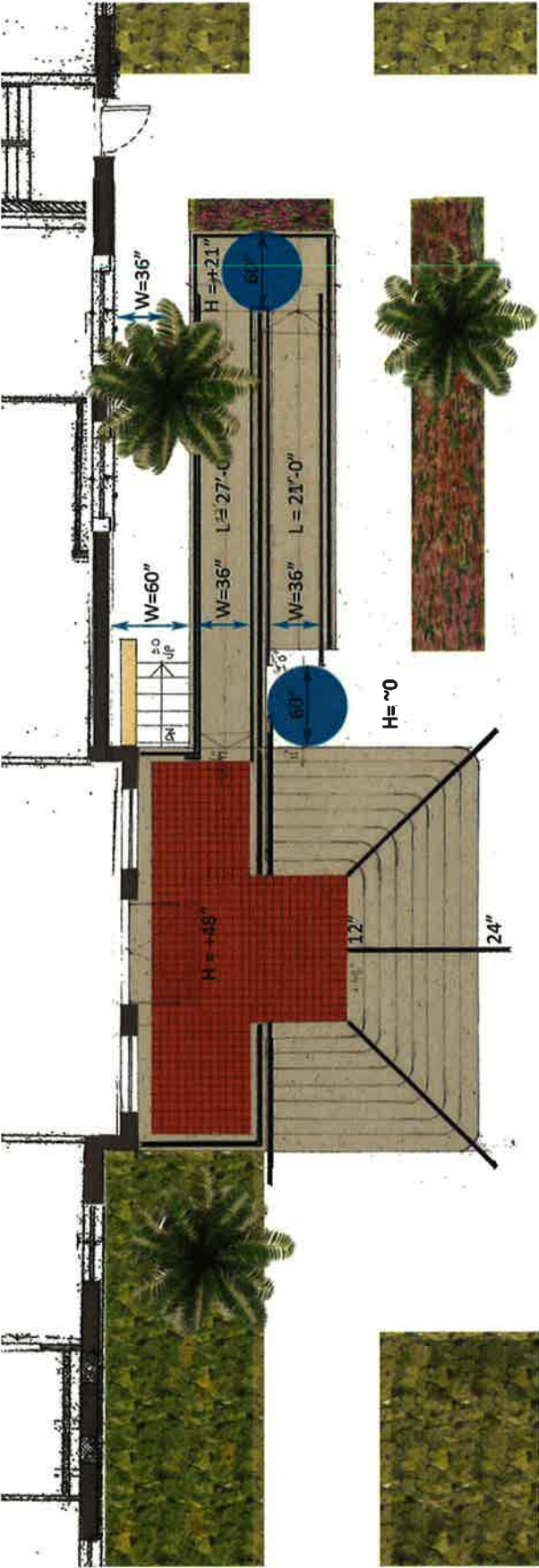
Thomas Center B Main Entrance: Existing Conditions Plan (NTS)



Thomas Center B Main Entrance: Demo Plan (NTS)

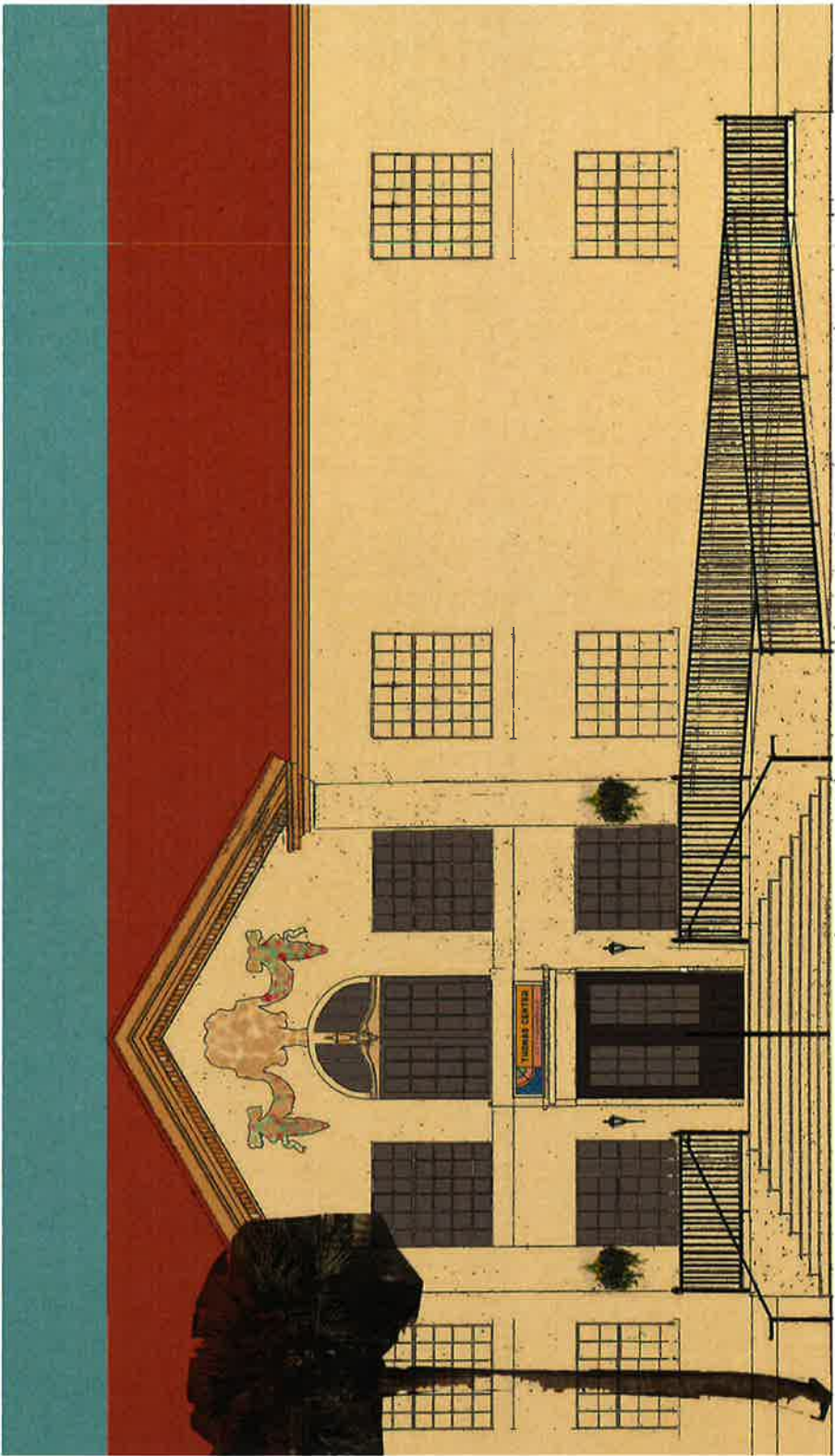
EXISTING AND REMOVALS PLAN

Exhibit 2: Drawings



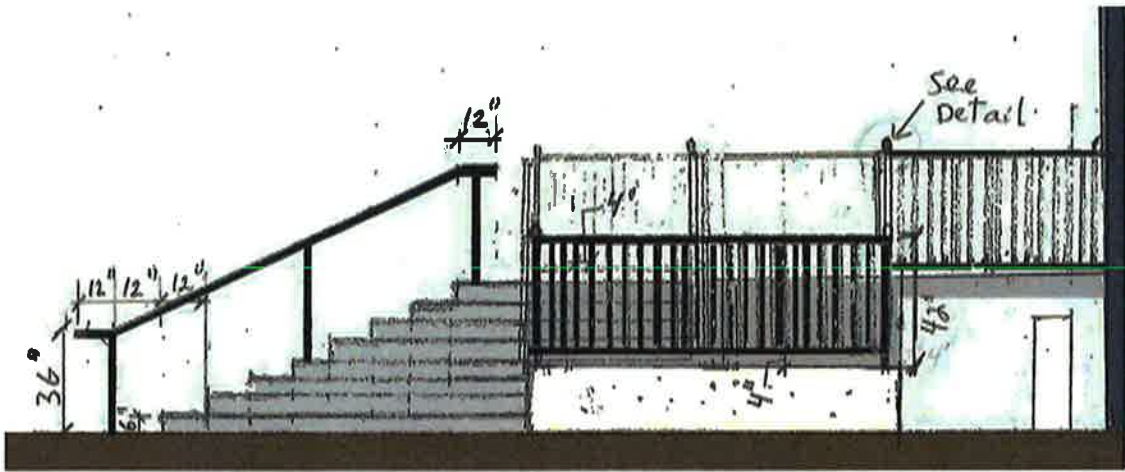
PROPOSED SITE PLAN

Exhibit 2: Drawings



PROPOSED FRONT ELEVATION

Exhibit 2: Drawings

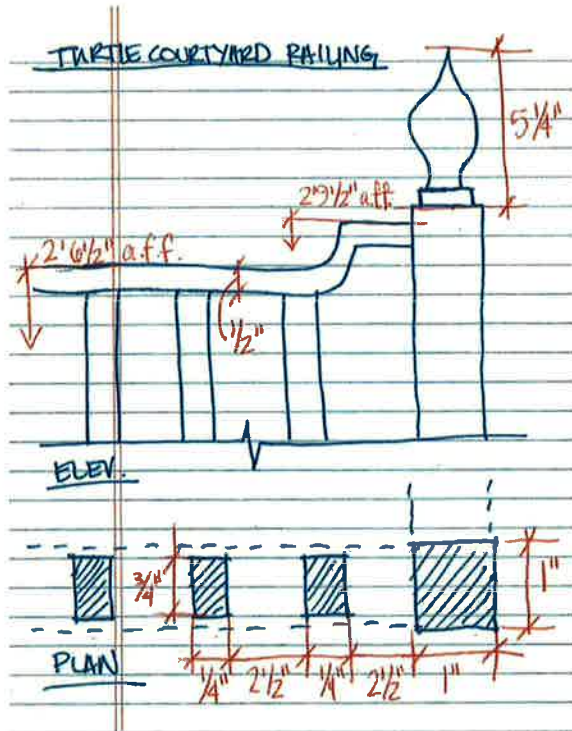


PROPOSED SIDE ELEVATION



EXISTING TURTLE COURTYARD (ORIGINAL) STAIR RAILINGS

Exhibit 2: Drawings




**EXISTING TURTLE COURTYARD (ORIGINAL) RAILING DETAILS
(PREFERRED OPTION FOR CUSTOM NEW RAILINGS)**



EXISTING CAMPUS RAILINGS (BUDGETARY OPTION FOR NEW RAILINGS)

Exhibit 3: COA Application

Petition HP-16-79
September 06, 2016

 CITY OF GAINEVILLE every path starts with possibility FLORIDA	CERTIFICATE OF APPROPRIATENESS APPLICATION																
Planning & Development Services 306 N.E. 6th Avenue Gainesville, Florida 32601 352.334.5022 Fax 352.334.3259 www.cityofgainesville.org/planningdepartment																	
REQUIREMENTS CONTACT THE HISTORIC PRESERVATION OFFICE FOR A PRE-APPLICATION CONFERENCE 334.5022 REVIEW THE CHECKLIST FOR A COMPLETE SUBMITTAL (If all requirements are not submitted it could delay your approval.) PLEASE PROVIDE ONE (1) DISK OR USB FLASH DRIVE CONTAINING ALL OF THE FOLLOWING: 1 ORIGINAL SET OF PLANS TO SCALE SHOWING ALL DIMENSIONS AND SETBACKS. LIST IN DETAIL YOUR PROPOSED REPAIR AND/OR RENOVATION A SITE PLAN OR CERTIFIED SURVEY PHOTOGRAPHS OF EXISTING CONDITIONS ANY ADDITIONAL BACKUP MATERIALS AS NECESSARY AFTER THE PRE-CONFERENCE, TURN IN YOUR COMPLETED COA APPLICATION TO THE PLANNING OFFICE (RM 210, THOMAS CENTER-B), PAY APPROPRIATE FEES, AND PICK UP PUBLIC NOTICE SIGN TO BE POSTED 10 DAYS IN ADVANCE OF THE MEETING. MAKE SURE YOUR APPLICATION HAS ALL THE REQUIREMENTS. FAILURE TO COMPLETE THE APPLICATION AND SUBMIT THE NECESSARY DOCUMENTATION WILL RESULT IN DEFERRAL OF YOUR PETITION TO THE NEXT MONTHLY	PROJECT TYPE: Addition <input type="checkbox"/> Alteration <input checked="" type="checkbox"/> Demolition <input type="checkbox"/> New Construction <input type="checkbox"/> Relocation <input type="checkbox"/> Repair <input type="checkbox"/> Fence <input type="checkbox"/> Re-roof <input type="checkbox"/> Other <input type="checkbox"/> PROJECT LOCATION: Historic District: <u>NORTHEAST</u> Site Address: <u>306 NE 6TH AVENUE</u> Tax Parcel #: <u>12588-000-000</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: left; padding: 5px;">OWNER</th> <th style="width: 50%; text-align: left; padding: 5px;">APPLICANT OR AGENT</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;"> Owner(s) Name <u>City of Gainesville</u> <small>Corporation or Company</small> </td> <td style="padding: 5px;"> Applicant Name <u>Sanit Sela, Proj. manager</u> <small>Applicant Name</small> <u>City of Gainesville</u> <small>Corporation or Company</small> <u>306 NE 6th Ave.</u> </td> </tr> <tr> <td style="padding: 5px;">Street Address</td> <td style="padding: 5px;">Street Address</td> </tr> <tr> <td style="padding: 5px;">City State Zip</td> <td style="padding: 5px;">City State Zip <u>32601</u></td> </tr> <tr> <td style="padding: 5px;">Home Telephone Number</td> <td style="padding: 5px;">Home Telephone Number <u>352-393-8207</u></td> </tr> <tr> <td style="padding: 5px;">Cell Phone Number</td> <td style="padding: 5px;">Cell Phone Number</td> </tr> <tr> <td style="padding: 5px;">Fax Number</td> <td style="padding: 5px;">Fax Number</td> </tr> <tr> <td style="padding: 5px;">E-Mail Address</td> <td style="padding: 5px;">E-Mail Address <u>sela@cityofgainesville.org</u></td> </tr> </tbody> </table>	OWNER	APPLICANT OR AGENT	Owner(s) Name <u>City of Gainesville</u> <small>Corporation or Company</small>	Applicant Name <u>Sanit Sela, Proj. manager</u> <small>Applicant Name</small> <u>City of Gainesville</u> <small>Corporation or Company</small> <u>306 NE 6th Ave.</u>	Street Address	Street Address	City State Zip	City State Zip <u>32601</u>	Home Telephone Number	Home Telephone Number <u>352-393-8207</u>	Cell Phone Number	Cell Phone Number	Fax Number	Fax Number	E-Mail Address	E-Mail Address <u>sela@cityofgainesville.org</u>
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TO BE COMPLETED BY CITY STAFF <small>(PRIOR TO SUBMITTAL)</small>																	
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RECEIVED

AUG 1 2016

STAMP

Revised 3/21/16

Exhibit 3: COA Application

Petition HP-16-79
September 06, 2016

OVERVIEW	
DID YOU REMEMBER?	The Historic Preservation Board (HPB) is an advisory board to the City of Gainesville's Commission composed of citizens who voluntarily, without compensation commit their time and expertise to the stewardship of historic resources in our community.
CHECK YOUR ZONING AND SETBACKS FOR COMPLIANCE	The HPB approval is a procedure which occurs for alterations, construction, restorations, or other significant changes to the appearance of a structure in Gainesville's Historic Districts which have an impact on the significant historical, architectural, or cultural materials of the structure and/or the district. The City's historic review guidelines are available online at www.cityofgainesville.org/planningdepartment and within the Land Development Code, Section 30-112.
REVIEW THE HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES	After submission of an application, the Historic Preservation Planner prepares a written recommendation for the board meeting which addresses whether the proposed changes are compatible with the criteria of the SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION and the City of Gainesville's HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES. Once staff has prepared and completed the staff report, an Agenda of the proposed meeting and the staff report will be posted online approximately 5 to 7 days prior to the HPB meeting and can be found at www.cityofgainesville.org/planningdepartment — Citizen Advisory Boards — Historic Preservation Board.
REVIEW THE SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION	Public notice signage is required to be posted at the property by the applicant no later than 10 days prior to the scheduled Historic Preservation Board meeting. The notarized <i>Public Notice Signage Affidavit</i> must be submitted once the sign is posted.
CHECK TO SEE IF YOU WOULD BE ELIGIBLE FOR A TAX EXEMPTION FOR REHABILITATION OF A HISTORIC PROPERTY	The applicant and/or owner of the property should be present at the Historic Preservation Board meeting and be prepared to address inquiries from the board members and/or the general public. The HPB meeting is a quasi-judicial public hearing with procedural requirements. The review body may approve, approve with conditions, or deny projects. It is not necessary for owners to be present at the HPB meeting if your COA has been staff approved.
THE HPB MEETINGS ARE HELD MONTHLY AT CITY HALL, 200 EAST UNIVERSITY AVE., GAINESVILLE, FL 32601, CITY HALL AUDITORIUM AT 5:30PM. THE SCHEDULE OF MEETINGS IS AVAILABLE ON THE PLANNING DEPARTMENT WEBSITE.	In addition to a Certificate of Appropriateness (COA), a building permit may be required for construction from the Building Department. This is a separate process with submittal requirements. Building permits will not be issued without proof of a COA and the Historic Preservation Planner signing the building permit. After the application approval, the COA is valid for one year. Please post the CERTIFICATE OF APPROPRIATENESS at or near the front of the building.
THE HISTORIC PRESERVATION OFFICE STAFF CAN PROVIDE ASSISTANCE AND GUIDANCE ON THE HP BOARD'S REVIEW PROCESS, AND ARE AVAILABLE TO MEET WITH PROPERTY OWNERS OR AGENTS. IF YOU NEED ASSISTANCE, PLEASE CONTACT THE HISTORIC PRESERVATION PLANNER AT (352) 334-5022 OR (352) 334-5023.	CERTIFICATION BY SIGNING BELOW, I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AT THE TIME OF THE APPLICATION. I ACKNOWLEDGE THAT I UNDERSTAND AND HAVE COMPLIED WITH ALL OF THE SUBMITTAL REQUIREMENTS AND PROCEDURES AND THAT THIS APPLICATION IS A COMPLETE SUBMITTAL. I FURTHER UNDERSTAND THAT AN INCOMPLETE APPLICATION SUBMITTAL MAY CAUSE MY APPLICATION TO BE DEFERRED TO THE NEXT POSTED DEADLINE DATE.
PERSONS WITH DISABILITIES AND CONTACT INFORMATION PERSONS WITH DISABILITIES WHO REQUIRE ASSISTANCE TO PARTICIPATE IN THE MEETING ARE REQUESTED TO NOTIFY THE EQUAL OPPORTUNITY DEPARTMENT AT 334-5051 (TDD 334-2069) AT LEAST 48 HOURS PRIOR TO THE MEETING DATE. FOR ADDITIONAL INFORMATION, PLEASE CALL 334-5022.	<ol style="list-style-type: none">1. I/We hereby attest to the fact that the above supplied parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.2. I/We authorize staff from the Planning and Development Services Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.3. I/We understand that Certificates of Appropriateness are only valid for one year from issuance.4. It is understood that the approval of this application by the Historic Preservation Board or staff in no way constitutes approval of a Building Permit for construction from the City of Gainesville's Building Department.5. The COA review time period will not commence until your application is deemed complete by staff and may take up to 10 days to process.6. Historic Preservation Board meetings are conducted in a quasi-judicial hearing and as such ex-parte communications are prohibited (Communication about your project with a Historic Preservation Board member).
	SIGNATURES Owner _____ Date _____ Applicant or Agent <u>Sarita Sela</u> Date <u>7.28.16</u>

Exhibit 3: COA Application

GAINESVILLE

PROPERTY OWNER AFFIDAVIT


Owners Name: Anthony Lyons, City Manager			
Address: City Hall 200 E University Ave, Gainesville		Phone: 352-334-5010	
		Email:	
Agent Name: Sarit Sela, Project Manager, City of Gainesville			
Address: Thomas Center 306 NE 6th Ave, Gainesville, FL		Phone: 352-393-8207	
		Email: selas@cityofgainesville.org	
Parcel No.: 12588-000-000			
Acreage: 6.01	S:	T:	R:
I hereby certify that: I am the owner of the subject property or a person having a legal or equitable interest therein. I authorize the above listed agent to act on my behalf for the purposes of this application.			
Property owner signature: <u>Fred Murry - Acting City Mgr</u>			
Printed name: <u>Anthony Lyons</u>			
Date: <u>8/2/2016</u>			
The foregoing affidavit is acknowledged before me this <u>2nd</u> day of <u>August</u> , 201 <u>6</u> by <u>Fred Murry</u> , who is/are personally known to me, or who has/have <u>produced</u> as identification.			
<div style="border: 1px solid black; width: 150px; height: 100px; display: flex; flex-direction: column; align-items: center; justify-content: center;"><p>RECEIVED</p><p>STAMP</p></div>	NOTARY SEAL <u>Heleen G. Harris</u>		
	Signature of Notary Public, State of <u>Florida</u>		
<div style="border: 1px solid black; padding: 5px; display: inline-block;"><p>HELEN J. HARRIS Commission # FF 094219 Expires February 19, 2018 Bonded Thru Troy Fain Insurance 800-385-7019</p></div>			

Exhibit 4: Design Guidelines- Additions

ADDITIONS TO EXISTING BUILDINGS

Applicable Secretary Standards

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

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10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

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

Although additions are usually acceptable, they should be undertaken only after it has been determined that the new use cannot be successfully met by altering non-character defining interior spaces. If undertaken, additions should not significantly alter original distinguishing qualities of buildings such as the basic form, materials, fenestration, and stylistic elements under Standard 2. Additions that imitate the style of the existing building or other historical styles should be avoided under Standard 3.

Under Standard 9, additions should be clearly distinguished from original portions of the building and should result in minimal damage to its integrity. Character-defining features of a historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of a building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of a building. Under Standard 10, they should be constructed so that if removed in the future, the essential form and integrity of a building will be unimpaired.

In order to comply with the Americans with Disabilities Act (ADA) handicap access was required. The addition of a handicap access ramp as required by ADA must comply with Standards 9 and 10. The ramp must be clearly distinguished from the historic portion of the building by its form and construction. Access ramps are clearly not historic features. At the same time the design should be well integrated with the building through the use of appropriate materials and matching paint colors. The ramp location should be considered a design issue. No significant historic features should be impacted. The size and scale of the ramp shall be appropriate to the building and clearly subordinate to it. Under Standard 10, ramps could be removed in the future without altering the form of the building or any significant features. See Design Guidelines for more information on handicap access.

Before considering an addition to a historic building, attempt to accommodate the needed function within the existing structure. Enclosing a historic porch, however, is discouraged.

New additions should be designed to minimize the impact on the visual character and materials of the

Exhibit 4: Design Guidelines- Additions

historic structure. The applicant should take care to preserve as much of the original building wall as possible by utilizing existing openings for passageways rather than increasing their size.

New additions should be compatible in terms of mass, materials, vertical or horizontal projection, relationship of solids and voids, symmetry or asymmetry and size and scale with the principal structure. However, the character of the historic resource should be identifiable after the addition is constructed. Additions should be constructed in a manner that clearly distinguishes the footprint and plan for the historic building.

Recommended

1. Place functions and services required for a new use in non-character defining interior spaces rather than installing a new addition.
2. Protect architectural details and features that contribute to the character of the building during the course of constructing the addition.
3. Construct a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.
4. Locate an attached exterior addition at the rear or on inconspicuous side of a historic building; and limit its size and scale in relationship to the historic building.
5. Design new additions in a manner that clearly distinguishes historic and nonhistoric features.
6. Design additional stories, when required for a new use, that are set back from the wall plane and are as inconspicuous as possible when viewed from the street.

Not Recommended

1. Expanding the size of a historic building by constructing a new addition when the new use could be met by altering non-character-defining interior spaces.
2. Attaching a new addition so that the character-defining features of the historic building are obscured, damaged, or destroyed.
3. Designing a new addition so that its size and scale are out of proportion to the historic building, thus, diminishing its historic character.
4. Duplicating the exact form, material, style, and detailing of the historic building in the new addition so that the new work appears to be part of the historic building.
5. Imitating a historic style or period of architecture in new additions, especially those used for contemporary uses.
6. Designing and constructing new additions that result in the diminution or loss of the historic character of the resource, including its design, materials, workmanship, location, or setting.
7. Using the same wall plane, roof line, cornice height, materials, siding lap or window type to make additions appear to be part of a historic building.
8. Adding height to a building that changes its scale and character. Changes in height should not be visible when viewing the principal facades.

Exhibit 5: Design Guidelines- Accessibility

HANDICAP ACCESSIBILITY

Applicable Secretary Standards

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize a property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the property and its environment would be unimpaired.

Handicap Accessibility

The Americans with Disabilities Act (ADA) extends comprehensive civil rights to individuals with disabilities. Historic properties, including buildings, sites, and landscapes, are not exempt from the ADA and must comply with its regulations. However, as with other alterations, historic properties can generally be made accessible while preserving their architectural character through careful planning and sensitive design.

Standard 2 addresses the need to preserve the historic character of a property when making it handicap accessible. As in any aspect of rehabilitation, the character defining features, materials, and spaces of a property should be thoroughly inspected and evaluated before upgrading it for handicap accessibility. The items that should be preserved include significant materials, the form and style of the property, the principal elevations, major architectural and landscape features, and the principal public spaces.

During the course of inspecting a property, features, materials, and spaces of less significance to the historic character of a property should also be identified. Under Standard 2, nonsignificant spaces, secondary pathways, later non-historic additions, previously altered areas, utilitarian spaces, and service areas can usually be modified without threatening or destroying a property's historical significance.

Modifications for handicap accessibility should be compatible with the property under Standard 9 and reversible under Standard 10. They should be in scale with the property, visually compatible in terms of their design and materials, but be differentiated from the original. They should be reversible so that if removed in the future, the essential form and integrity of the property would be unimpaired.

When it enacted the Americans with Disabilities Act, Congress recognized the national interest in preserving significant historic properties. It established alternative minimum requirements for qualified historic properties that cannot be made physically accessible without threatening or destroying their significance.

Qualified historic properties include properties listed in or eligible for listing in the National Register of Historic Places, and those designated under state or local law. Owners of qualified properties must first consult with the State Historic Preservation Officer (SHPO) before using the alternative minimum requirements.

If it is determined by the SHPO that compliance with the full accessibility requirements would threaten or destroy the significance of a building or facility, the following alternative minimum requirements may be used:

1. One accessible route must be provided from a site access point to an accessible entrance. Using a ramp with a 1:6 slope is permissible for a run of up to 2 feet.

Exhibit 5: Design Guidelines- Accessibility

2. One accessible entrance must be provided. If it is not possible to make the public entrance accessible, then an alternative, unlocked entrance is acceptable. Directional signage at the primary entrance and a notification system at the accessible entrance must be provided.
3. If toilets are provided, only one must be accessible, and it may be unisex.
4. Public spaces on the level of the accessible entrance must be accessible, and other public levels should be accessible whenever practical.
5. Displays and written information should be located where they can be seen by a seated person. Horizontal signage should be no higher than 44 inches above the floor.

In limited circumstances, if it is determined in consultation with the SHPO that compliance with the alternative minimum requirements would also threaten or destroy the significance of a historic building, alternative methods of access may be used. The alternative methods of accessibility that may be used to make a building's program and activities accessible include:

1. Using audiovisual materials and devices to show inaccessible areas of a historic property.
2. Assigning persons to guide individuals with disabilities into or through inaccessible areas of a historic property.
3. Adopting other innovative methods.

During the conversion of the Thomas Center from a private to a public facility, compliance with the Americans with Disabilities Act (ADA) was required. The addition of a handicap access ramp at the Thomas Center complied with Standards 9 and 10. The ramp was distinguished from the historic portion of the building by its form. Access ramps were clearly not historic features. At the same time the design of the ramp was well integrated with the building through the use of appropriate materials (cmu rendered with stucco) and matching paint colors. The ramp was located at the rear of the building and was not visible from the major street elevations. No significant historic feature was impacted. The size and scale of the ramp was appropriate to the building and clearly subordinate to it. Under Standard 10, the ramp could be removed in the future without altering the form of the building or any significant feature.

Ramps

Ramps, where required, should be concealed with landscaping materials as much as possible and should harmonize with scale, materials and architectural features of the historic building. Wooden balusters and rails are the preferred materials. Decorative ironwork may be used on a case by case basis provided it is appropriate to the style and period of the building. Wherever possible, ramps should be positioned so as to not obscure the principal elevations and minimize the visual impact by integrating the ramp design with porch balustrade.

Recommended

1. Review the historical significance of a property and identify character-defining features.
2. Assess the property's existing and required level of accessibility.
3. Evaluate accessibility options within a preservation context.
4. Comply with barrier-free access requirements in such a manner that character-defining spaces, features, and finishes are preserved.

Exhibit 5: Design Guidelines- Accessibility

5. Provide barrier-free access through removable or portable, rather than permanent, ramps.
6. If providing barrier-free access threatens the integrity of a historic property, consult the SHPO about using the alternative minimum requirements.

Not Recommended

1. Altering, damaging, or destroying character-defining spaces, features, and finishes while making modifications to a building or site to comply with barrier free access.
2. Install permanent ramps that damage or diminish character-defining spaces.
3. Providing barriers free access which destroys significant features of a historic property without first consulting the SHPO.

Staff Approval Guidelines

Staff can approve additions of ramps that meet the following conditions:

Ramps that do not obscure or destroy significant historic features;

Ramps that are located on secondary facades not facing principal streets.

Board Approval Guidelines

The board encourages the introduction of innovative solutions to handicap access such as vertical travel lifts that become part of the landscape when not in use, or ramp designs that minimize the impact on the historic character of the architecture.