



Minerva Park Place  
Historic District  
Design Guidelines



# Minerva Park Place Historic District Design Guidelines

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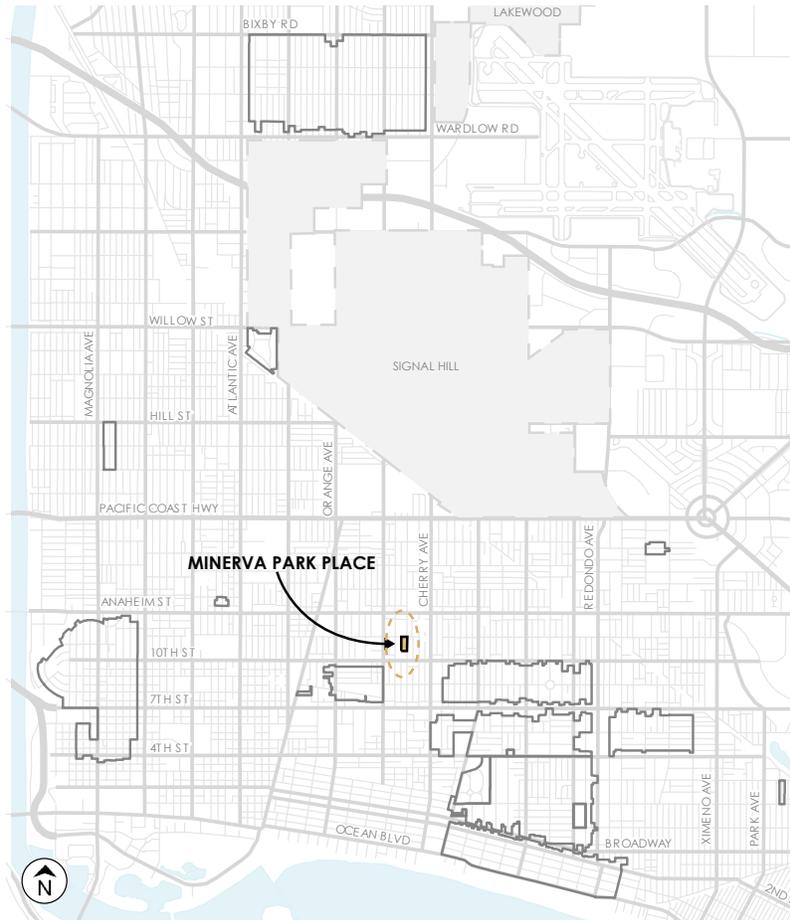
This section of the Long Beach Historic District Design Guidelines is part of a larger document created as a planning tool for the City's **historic districts**. The guidelines are intended to provide recommendations, inspiration, and advice as part of an instructive framework that will help guide sensitive changes to historic properties and encourage rehabilitation. By their nature, design guidelines are flexible. As such, outcomes may depend on the resource, the surrounding district, and the goals of the proposed project.

Any changes to the exterior of the property must be given prior approval by Historic Preservation staff through a **Certificate of Appropriateness**, and all projects may be subject to other City requirements not listed within these guidelines.

The first instance of certain terms throughout the Guidelines are highlighted in **bold** text. These terms are defined in a glossary in *Chapter 5: Additional Resources*.

For additional information, please refer to the other chapters of this document:

- Chapter 1: Purpose, Procedures & Overview
- Chapter 2: Guidelines for Maintenance and Repair
- Chapter 3: Design Guidelines by Historic District
- Chapter 4: Architectural Style Guides
- Chapter 5: Additional Resources



## District Significance

The Minerva Park Place Historic District was established in 1989. The residential district is significant for its association with the early development of Long Beach. It is an intact representation of single-family working-class homes from a period of tremendous economic growth in Long Beach. As employment opportunities expanded, so did the demand for affordable housing. The houses are similar in scale and are Spanish Colonial Revival in style; while modest, the homes are all individualized. The homes were all built in 1925 by developer Frank Smith, who lived on Minerva Park Place himself.

- Established by ordinance on November 7, 1989 (Ord. No. C-6656)
- 16 **Contributing** Properties, 0 **Non-Contributing** Properties
- **Period of Significance:** 1925



## District Description

The Minerva Park Place Historic District is located in central Long Beach on Minerva Park Place. Minerva Park Place runs north to south, is approximately 20' wide, and is paved in asphalt. The district is accessed by E. 11th Street and dead-ends at a separate private property about mid-block.

The district is outfitted with squared, concrete curbs, concrete sidewalks that are approximately 3.5' wide, and sloping curb cuts at driveways and corner crossings. Adjacent to the sidewalk, there is a planting strip that is approximately 3' wide. The planting strip is primarily planted with grass; there are no street trees in the district. There is parallel street parking on either side of the street throughout the district, and the residences have side driveways and garages.

The district is comprised entirely of one-story single-family residences in the Spanish Colonial Revival style. The residences are clad in stucco with predominantly flat, **parapeted** roofs lined with clay tile **coping**. Overall, the residences in the district are consistent in their **massing**, style, and setback.

Common alterations include the application of highly textured stucco and installation of new windows.





## Site Layout

The Minerva Park Place Historic District is comprised of single-family residences in a modest, Spanish Colonial Revival style. The houses are arranged near the fronts of their lots with a uniform setback, and take up much of their street frontage. There is a rear yard behind each contributor, and each contributor has a detached garage arranged toward the rear of the lot. Side driveways to the north of each house provide access to these garages.

The residences are generally uniform in style, height, massing, and roof profile, giving this small historic district of working-class housing a distinctive feel that differentiates it from the surrounding neighborhoods.

### Lot Size

- *Changes in lot size are not permitted.*

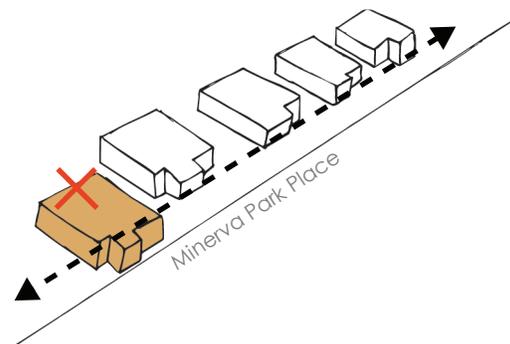
The lot sizes in the Minerva Park Place Historic District are all rectangular, approximately 44' by 60' with the narrower end facing the street.

Currently, there is a contributing single-family residence on each lot within the district. Combining lots together could result in the loss of a district contributor or create a disruption in the visual continuity of the district. Lot splitting could also disrupt the visual continuity of the district and is therefore discouraged. Lot splitting would also be subject to the City's zoning laws and would likely not be permitted for most lots in the Minerva Park Place Historic District.

### Front Setback

- *Changes to the front setback are not permitted.*

The contributors to the Minerva Park Place Historic District have a consistent setback from the street of approximately 10'. Any change to the setback from the street on the primary elevation would cause a disruption in the visual continuity of the district. Furthermore, a change in setback may not be permitted by the City's zoning code.



*The residences in the Minerva Park Place Historic District have a very uniform setback from the street. Altering the existing front setback, indicated with a red "X," could cause a visual disruption in the district.*



## Driveways

Each property within the Minerva Park Place Historic District has a driveway that runs along the side of the property and leads to a detached garage to the rear of the lot. Apart from the corner properties that face 11th Street, all of the driveways are oriented to the north of their respective residences.

- *Driveways should not be reconfigured.*

The width, location, and configuration of existing driveways should be retained, as this will preserve the building's historic relationship to its site, and maintain the visual continuity of the district.

- *If a driveway requires replacement, it should be replaced in kind or with concrete of an appropriate texture and color.*

There is evidence to suggest that the driveways in this area were historically dual-ribbon concrete driveways; however, some are now a solid concrete slab with scored joints.



*Currently, the driveways in the Minerva Park Place Historic District are solid concrete slabs (left). Historically, they may have had a dual ribbon configuration (right).*

If an existing driveway requires replacement, a historically compatible slab or dual ribbon driveway with scored joints should be installed. The two strips of the dual ribbon driveway may be separated by grass or loose rock, such as crushed quartz or river rock.

- *Repaving driveways with a visually different material such as brick, pavers, or flagstone is not permitted.*

The majority of existing driveways in the district are executed in concrete with scored joints, which is a historically compatible material. Removing the historically compatible concrete and replacing it with a visually different material such as fieldstones or pavers would not be compatible with the historic character of the district.

Concrete, or concrete-like permeable paving materials with a comparable color, texture, and appearance are acceptable.



## Garages

- *Existing detached garages may be sensitively expanded or widened to accommodate larger, contemporary vehicles.*

If possible, expansion should be considered first to the rear of the property. However, many of the garages in the Minerva Park Place Historic District may already be built to the property line. If additional space is needed, expanding the detached garage to one side may be acceptable, as long as the addition or expansion is compatible in design and materials, and not highly visible from the public right-of-way.

- *Historically detached garages should not be attached to the primary building.*

If a garage was historically detached from the primary residence, the two structures should not be attached by an addition. This will maintain the historic garage's original relationship to the site and the primary building. Historically detached garages should remain detached unless the property owner is able to demonstrate that there is no other feasible option to increase usable space.

- *Alterations to the exterior of an existing garage should follow the guidelines presented here for accessory buildings.*

## Walkways

- *Where they exist, original walkways should be retained and repaired as needed.*

Walkways should always be regularly maintained and protected, and repaired rather than replaced. If replacement becomes necessary, the walkway should be replaced in kind.

- *Walkways should not be relocated or resized.*

The majority of contributing residences within the Minerva Park Place Historic District have a walkway leading from the front porch/ main entry to the sidewalk. The centralized location and width of the walkways should be retained, in order to maintain the historic feel of the district.

- *Walkways may be added to the side of properties where they do not already exist.*

The addition of a secondary walkway perpendicular to the original is acceptable, as long as the original, centralized walkway is retained. The new perpendicular walkway should be placed near the house to avoid altering the existing front yard configuration. This will maintain the visual cohesion of the district. Any new walkways should be executed in a compatible paving material, such as poured concrete with scored joints.



## Walkways, Continued

- Walkways should not be paved or repaved with a material other than poured concrete, such as brick, gravel, or flagstone.

Removing historically appropriate material and replacing it with another material such as pavers, fieldstones, or brick, gravel or dirt, would not be compatible with the historic character of the district. In instances where the walkway has already been altered, property owners are encouraged to consider restoring it with more historically compatible material when the non-original material has come to the end of its useful life.

In the event that an existing walkway requires replacement, it should be replaced in the same location and executed in a visually compatible material. Concrete, or concrete-like permeable paving materials with a comparable color, texture, and appearance are acceptable.



Concrete with scored joints is the recommended material for walkways and driveways.

## Landscaping

- The existing planting area, yard configuration, and layout should be retained.

Each of the properties in the Minerva Park Place Historic District has a front yard approximately 10' to 15' in depth. The majority of yards consist of grass lawn, although some have been replaced with drought-tolerant landscaping. Many properties also have small gardens, shrubs, and mature trees. A narrow, grassy planting strip in front of each building separates the sidewalk from the street.

Consider removing or trimming excessively overgrown shrubs, bushes, or landscaping that may obscure or highly detract from the visibility of a contributing building within the district to maintain the overall cohesive feel of the historic district.

- Drought-tolerant or edible landscaping may be acceptable within the existing planting area.

Drought-tolerant or edible landscaping may be acceptable within the existing planting area if the proposed plantings satisfy all other applicable City regulations.



## Landscaping, Continued



Examples of existing landscaping within the Minerva Park Place Historic District.

- Gardening edges and planters may be acceptable.

Adding a garden or planter wall may also be acceptable, so long as it is low-profile, constructed of a compatible material, and does not obscure or damage any **character-defining features** of the primary elevation. The wall should be added in such a way that it does not penetrate the existing structure, and if it were removed in the future, the front elevation would be unaltered.

- Front yards should not be “hardscaped,” or otherwise paved with materials such as concrete, fieldstone, brick, or pavers.

Replacing the historic planting area in the front yard with a hard, paved surface such as poured concrete or pavers would not be compatible with the historic character of the district and is not permitted.

## Fencing

- Front fencing should not be installed.

Front-yard fencing is not a character-defining feature of the district and should not be installed. While a handful of properties have an existing fence, they disrupt the visual continuity of the district. Property owners are encouraged to consider removing any existing front fencing rather than replacing it at the end of its useful life.

- Rear fencing is acceptable.



An example of wood dog-ear fencing.

Height restrictions may apply, and vary by location. Appropriate rear fencing materials include vertical wood planks, **dog-eared** fencing, board and batten fencing, or other vertically oriented wood fencing.

The use of prefabricated materials like vinyl, concrete block, and chain link are not permitted; these materials often appear temporary, and are rarely visually compatible with historic styles.



## Fencing, Continued

- *Gates may be added across the driveway for added privacy and security.*

While the addition of a gate may be acceptable, these gates should be set back from the primary elevation (the front wall of the house), and should be made of wood. Materials like chain-link, wrought-iron or vinyl would detract from the historic character of the district, and should not be used.

- *Solid stuccoed walls may be acceptable along the rear of the property.*

The rear property line is the only location where solid stuccoed walls may be acceptable. Where concrete block walls exist on the rear property line, property owners should finish them with an application of stucco and compatibly colored paint.

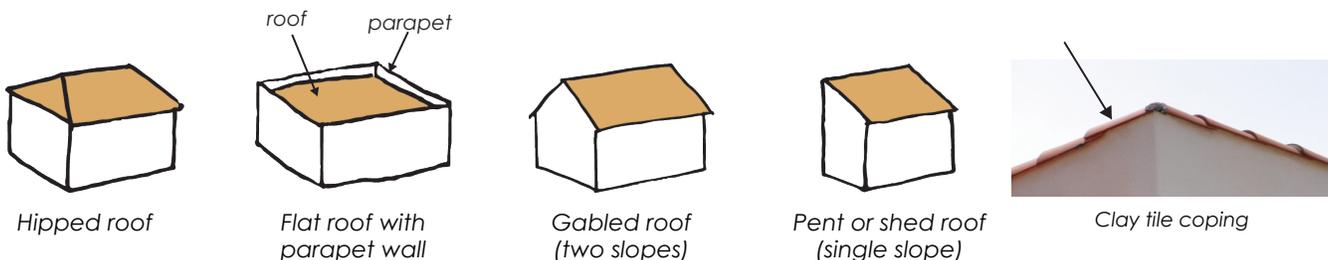
## Trellises and Decks

- *It would be acceptable to add a trellis or deck to the rear of the property.*

The construction of a trellis, deck, or similar feature to the rear elevation would be acceptable, provided that it is not visible from the street. These features should be carefully constructed, in order to avoid damaging or penetrating the existing historic or character-defining features, even on the rear.

## Roof

All of the roofs in the Minerva Park Place Historic District are generally flat, in keeping with their Spanish Colonial Revival style. Some designs include volumes at the front elevation that are covered by smaller gabled or hipped roofs, clad in clay tile; the eaves are flush. Some of these volumes are deep enough that the house appears to have a full gabled roof; however, all properties have a flat roof with parapet wall to the rear. Several contributors retain their original clay tile coping. One contributor has a Mission-style parapet wall at the front elevation; it is unclear whether this feature is original.





## Changes to Roofline

- *Historic roof forms should always be retained.*

Radically changing the overall shape of the historic roofline—i.e., adding a gabled roof to a flat roofline, or changing the pitch of a gabled roof, is not permitted.

## Re-Roofing

- *Historic or historically compatible roofing materials should be retained or replaced in kind.*

**Character-defining** roofing materials such as clay tile should be retained and repaired where possible. If the roofing materials are demonstrably damaged beyond repair, they should be replaced in kind or with a visually similar substitute.

Composition shingles are not appropriate for a Spanish Colonial Revival style residence, and their installation is not permitted in the Minerva Park Place Historic District.

- *Removing clay tile coping without replacing it in kind is not permitted.*

Clay tile coping should be repaired rather than replaced. If the coping is demonstrably beyond repair, it should be replaced in kind. If the clay tile coping has been removed, installing historically appropriate clay tile is strongly encouraged. Not only is it a more historically appropriate and attractive finish to the parapet, the coping also provides a measure of protection to the roofline and deflects water away from the building.



Clay tile coping should remain around a parapet (left); it should not be replaced with metal flashing (center) or removed entirely (right).

## Mechanical and Electrical Equipment

- *Rooftop equipment such as satellite dishes and solar panels should be carefully installed in an appropriate location.*

The rear elevation is the most appropriate location for most equipment. The equipment should not be highly visible from the public right-of-way, and should be carefully installed to avoid damaging the roof or other character-defining features.



## Mechanical and Electrical Equipment, Continued

- *Larger equipment, such as HVAC condensers, should be installed at ground level.*

Other equipment installed either at ground level or on an exterior wall, including solar inverters, electrical panels, and water heaters should not be highly visible from public right-of-way, and should be carefully installed to avoid damaging the building wall, roof or other character defining features.



*Large equipment installed on a roof is visually obtrusive and can detract from the historic character of the district.*

## Exterior Cladding

As cladding covers the majority of a building, even minor changes can drastically alter its historic appearance. Please see *Chapter 2: Maintenance and Repair* for additional information on proper repair and maintenance of exterior cladding.

### Paint

- *Repainting the exterior of a residence is encouraged as part of regular maintenance.*
- *Changing the exterior color of a residence is permitted, provided that the color scheme is compatible with the historic style and the surrounding district.*

Generally, lighter neutral colors are the most compatible with historic styles. Please refer to the appropriate section in *Chapter 4: Architectural Style Guides* for additional information and ideas for exterior colors. More guidance on paint products can be found in *Chapter 2: Maintenance and Repair* and *Chapter 5: Additional Resources*.

### Stucco

- *Original or historically appropriate stucco with a sand or float finish should be retained.*
- *Replacing original or historically appropriate dash or float finish stucco with a different material or texture is not permitted.*

All of the contributing buildings in the Minerva Park Place Historic District are clad in stucco. The majority of the contributing residences retain a historically accurate sand or float stucco finish, while others have been covered with a less compatible, heavily textured stucco. As the existing non-original stucco comes to the end of its useful life, replacement with a more historically appropriate smooth textured stucco finish is encouraged, rather than replicating the existing texture.

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## Stucco, Continued

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If stucco cladding is demonstrably beyond repair, it should be replaced in kind with a visually similar material. Replacing historically appropriate cladding with a new, incompatible material is not permitted. For example, replacing historically appropriate stucco with new stucco that has an extremely smooth or heavy, troweled texture would alter the historic character of the building.



An appropriate float or dash finish stucco has a slightly rough, sandy texture.



Heavily textured "lace" finish stucco (left) or extremely smooth stucco (right) are equally inappropriate stucco finishes for historic buildings, and should not be applied.

Similarly, replacing the cladding on a contributing Spanish Colonial Revival residence in the Minerva Park Place Historic District with a new material that is not stucco, such as wood or brick, is not permitted. These materials would not be compatible with the historic nature and architectural style of these residences.

	If the existing cladding is...		
	Historic/ Original	Architecturally Compatible/ Period Appropriate	Architecturally Incompatible/ Non-Period
Retaining it is...	Encouraged.	Acceptable.	Discouraged.
Repairing it is...	Encouraged as part of regular maintenance and proper care.	Encouraged as part of regular maintenance and proper care.	Acceptable to prevent damage to surrounding features; however, replacement is preferred.
Replacing it is...	Not permitted, unless damaged beyond repair. Replace in kind.	Acceptable, as long as the replacement is also compatible.	Encouraged. The replacement must be compatible.



## Chimneys

A few properties in the Minerva Park Place have existing chimneys. These chimneys are located on side elevations, and are clad in stucco.

- *Chimneys should not be added where they did not historically exist, to avoid creating a false sense of history.*
- *Removing or altering the design of an original chimney is not recommended.*

Inactive chimneys may be sealed, so long as their external appearance is retained. Changing the size, height, or dimensions of the chimney is not recommended.

- *If a chimney is demonstrably beyond repair and must be removed, it should be replaced in kind.*

Removing a damaged historic feature and neglecting to replace it in kind or with a compatible design, is not permitted.

- *Stucco chimneys should not be covered in any other material.*

The stucco covering a chimney should be treated the same as the overall exterior cladding and should not be covered with any other material, such as stone or brick veneer.

## Porches and Entryways

Porches and entryways are visually dominant features on a historic building, especially for residences. Even minor changes to an entryway can drastically alter the appearance of the building and could affect its historic character, especially with modest residences such as those within the Minerva Park Place Historic District. Therefore, careful attention should be made when proposing alterations to the porch or entryways.

The most predominant porch style in the Minerva Park Place Historic District is an enclosed, projecting entryway with one or two arched openings that create a vestibule sheltering the front door (A). The other entry types include entrances that are recessed within a shallow, projecting volume (B), and flush entry doors sheltered underneath a small projecting pent or shed roof (C).

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## Porches and Entryways, Continued

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(A)



(B)



(C)

### Enclosure

- *Enclosure of the front porch is not permitted.*

All of the porches in the Minerva Park Place Historic District are small in scale and centered on the primary elevation. As such, enclosing the porch area within this district would drastically alter the appearance of contributing buildings and affect their historic character. Damaging or obscuring historic, character-defining features for the small amount of space created by an enclosed porch is rarely justifiable and is not permitted.

### Railings and Supports

Most properties in the Minerva Park Place Historic District do not have any kind of porch railing or **balustrade**; however, there are some examples of wood porch supports and wrought iron railings on contributing properties.

- *The introduction of railings where they did not exist historically is not recommended.*

The introduction of railings where they did not exist historically is not recommended; however, should the addition of a railing be required for safety, please refer to appropriate section in *Chapter 4: Architectural Style Guides* for a compatible option.

- *Original railings and supports should be retained.*

Where they exist, historic features like railings, porch supports, or balustrades should always be regularly maintained and protected, and repaired rather than replaced. Replacement should only be considered when the feature is demonstrated to be damaged beyond repair.

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## Railings and Supports, Continued

CONTINUED FROM PAGE 13

In the event that an original feature is demonstrated to be damaged beyond repair and needs to be replaced, it should be replaced in kind or with an equally compatible feature. Use the existing feature to guide the new design, or refer to the appropriate style guide in *Chapter 4: Architectural Style Guides* for additional information on compatible features.

### Porch Steps

- *Porch steps should not be removed, relocated, or resized.*

All of the contributing residences in the Minerva Park Place Historic District have a set of concrete steps leading to the porch floor. Altering the location or configuration of a centralized set of porch steps could affect the home's historic character.

- *Original or historically appropriate steps should remain. Non-original or incompatible materials should not be introduced.*

Historically, the majority of steps and porch floors in the Wrigley Area Historic District would have been concrete. Some properties have brick steps that appear to be original. The concrete steps and porch floor should remain, as should original brick. Installing incompatible new steps or covering the existing steps and porch floor with a new material or texture, such as tile, pavers, or fieldstone veneer, on a street-facing elevation is not permitted.

In instances where the porch step material has already been altered, property owners are encouraged to restore the appearance of concrete.

- *Concrete may be painted as desired in compatible colors.*

Please see the appropriate style guide in *Chapter 4: Architectural Style Guides* for compatible colors.

### Porch Foundations

- *Porch foundations should be retained and repaired, or replaced in kind.*

The porch foundations within the Minerva Park Place Historic District are all covered in stucco. This stucco should be treated the same as the exterior cladding and should not be covered with any other material.



## Windows

Removing or replacing historic windows is one of the most detrimental changes that can be made to a historic home; preservation of historically appropriate windows is critical to maintaining the historic character of a property. As the old saying goes, if the eyes are the windows to the soul, then the windows are the soul of a house.

There have been a number of window replacements in the Minerva Park Place Historic District; however, the few remaining historic windows may guide future restoration/replacement of incompatible windows.

### *Window Replacement*

- *Original or historically appropriate windows should be retained.*

Historic windows should always be regularly maintained and protected, and repaired rather than replaced. Replacement should only be considered when the window is demonstrated to be damaged beyond repair.

In the event that an original window on any elevation is demonstrated to be damaged beyond repair and needs to be replaced, it should be replaced in kind. Use the historic window to guide the new design, or refer to the appropriate style guide in *Chapter 4: Architectural Style Guides* for additional information on compatible windows. Refer to *Chapter 2: Maintenance and Repair* for additional information on maintaining and repairing historic windows, as well as information about energy efficiency.

- *The City of Long Beach does not allow the installation of new incompatible windows—such as vinyl or aluminum—on historic buildings.*

In the event that an existing, incompatible window requires replacement on a contributing building, owners will be required to replace it with a window in a style that is compatible with the appropriate style guide in *Chapter 4: Architectural Style Guides*. Property owners may be required to restore to historically appropriate windows as a condition of approval for Certificates of Appropriateness.



*Historically compatible or original windows (right) are always preferable to incompatible replacements, especially vinyl or aluminum (left).*



## Window Openings

- *Changing the size, shape, number, or location of window openings on elevations visible from the street is not permitted.*

Windows are a key feature on a historic building, and these alterations would drastically affect the historic character. Property owners are encouraged to retain the original window opening sizes and locations on all elevations, particularly if they are original. Changing the size and number of window openings on the front elevation is not permitted.

Changing the size, placement, or number of window openings on the rear or side elevations, not visible from the street, may be acceptable if there is a compelling reason to do so, such as an approved addition that changes the floor plan.

Where window openings have already been altered, property owners are encouraged to restore the original openings rather than replacing a window in the new, non-original opening.

The size of a window opening should never be altered to accommodate a new window; rather, the window should be sized to fit the historic window opening.



*Changing window openings can leave "scars" on the exterior of a building. Red arrows indicate the original extent of the opening.*

## Window Surrounds

- *Original window surrounds, often made of wood, should be retained.*

In the event that an original window surround on any elevation is demonstrated to be damaged beyond repair and needs to be replaced, it should be replaced in kind. Use the existing feature to guide the new design, or refer to the appropriate style guide in *Chapter 4: Architectural Style Guides* for additional information on compatible options.

## Window Screens

- *Window screens may be added to the primary elevation, provided that they are sensitively designed and carefully installed.*

Window screens sized to match the original windows that have narrow, wood frames and are painted to correspond with the building's trim are recommended. The screen itself should be relatively transparent, and should not obscure the window behind it. Retractable screens may also be acceptable. Vinyl and aluminum framed screens are not allowed. Installing window screens on Elevations not visible from the street is acceptable.



## Security Bars

- *Adding visually obtrusive security bars on the primary or side elevations is generally not recommended.*

Security bars are one of the most visually obtrusive alterations to a historic home. Homeowners are encouraged to consider more historically compatible security measures such as interior locks, swing-away interior mounted security bars, and wireless security sensors, where feasible.

This equipment should be installed carefully so as to avoid damaging historic windows, even from the interior. Damage, especially to wood windows, may leave the window susceptible to deterioration.



*Consider a wrought iron or metal design that does not obscure the window beneath it. The above examples could be used as a more historically compatible way to provide extra security as needed.*

- *Installing security bars on elevations not visible from the street may be acceptable.*

## Awnings

- *Awnings are generally discouraged on primary or side elevations, but may be appropriate depending on the architectural style of the building.*

It may be appropriate to install cloth awnings on Spanish Colonial Revival or similar style properties; however, all property owners are encouraged to consider other methods of increasing shade or privacy, including interior shutters or window treatments, before deciding to install exterior awnings. Please refer to the applicable style guide in *Chapter 4: Architectural Style Guides* for additional information on awnings.

- *Installing awnings on elevations not visible from the street is acceptable.*

## Doors

The majority of front doors in the Minerva Park Place Historic District are obscured behind metal security doors. Those that are visible consist of wood paneled or fully **glazed** wood doors. There is historic evidence to suggest that the fully-glazed wood doors with geometric muntins are the original doors for the district.



## Door Replacement

- Original or historically appropriate doors should be retained.



A door in the Minerva Park Place Historic District that appears to be original.

Original or historically appropriate doors should always be regularly maintained and protected, and repaired rather than replaced. Replacement should only be considered when the door is demonstrated to be damaged beyond repair.

In the event that an original or historically compatible door on any elevation needs to be is demonstrated to be damaged beyond repair and needs to be replaced, it should be replaced in kind. Use the existing door to guide the new design, or refer to the appropriate section in *Chapter 4: Architectural Style Guides* for additional information on compatible windows.

Generally, door replacement on **secondary elevations** is less visually obtrusive than replacing doors on the primary elevation; however, property owners are still encouraged to use compatible doors on all elevations.

	If the existing door is...		
	Historic/ Original	Architecturally Compatible/ Period Appropriate	Architecturally Incompatible/ Non-Period
Retaining it is...	Encouraged.	Acceptable.	Discouraged.
Repairing it is...	Encouraged as part of regular maintenance and proper care.	Encouraged as part of regular maintenance and proper care.	Acceptable to prevent damage to surrounding features; however, replacement is preferred.
Replacing it is...	Not permitted, unless damaged beyond repair. Replace in kind.	Acceptable, as long as the replacement is also compatible.	Encouraged. The replacement must be compatible.



## Door Openings

- *Changing the size, shape, number, or location of door openings on elevations visible from the street is not permitted.*

Property owners are encouraged to retain the original door opening sizes and locations on all elevations, particularly if they are original. Changing the size, location, or number of door openings on the front elevation is not permitted.

Changing the size, placement, or number of door openings on the rear or side elevations, not visible from the street, may be acceptable if there is a compelling reason to do so, such as an approved addition that changes the floor plan.

Where door openings have already been altered, property owners are encouraged to restore the original openings rather than replacing a door in the new, non-original opening.

The size of the door opening should never be altered to accommodate a new door; rather, the door should be sized to fit the historic opening. Otherwise altering a door opening to accommodate features such as **sidelights**, **fanlights**, or **transoms** that did not historically exist is not permitted.

## Door Surrounds

- *Original door surrounds, often made of wood, should be retained.*

In the event that a door window surround on any elevation is demonstrated to be damaged beyond repair and needs to be replaced, it should be replaced in kind. Use the existing feature to guide the new design, or refer to the appropriate style guide in *Chapter 4: Architectural Style Guides* for additional information on compatible options.

## Storm and Screen Doors

- *The installation of a storm or screen door on the primary elevation for light or ventilation may be acceptable.*

Installing a **storm door** (glass enclosure) or **screen door** (mesh enclosure) may be acceptable if the feature is sensitively designed and carefully installed. Storm or screen doors that are sized to match the original door, have narrow, wood frames, and are painted to correspond with the building's trim or primary door are recommended. The screen or glass itself should be relatively transparent, and should not obscure the door behind it. Metal-framed screen or storm doors are not recommended. Adding a storm or screen door to a side or rear door is acceptable.



*This is an excellent example of a compatible screen door. The narrow wood frame is stained in a neutral color and the mesh enclosure is transparent enough that it does not obscure the door beneath it.*



## Security Doors

- *Adding thick metal mesh security doors that obscure the front door is generally not recommended.*

The installation of incompatible **security doors** is one of the most visually obtrusive alterations to a home, and is therefore not recommended. Property owners are encouraged to remove these features and replace them with a more compatible option.

In the event that additional security becomes necessary, consider a security door or gate that does not fully obscure the door behind it. New locks, deadbolts, strike plates, and similar hardware should be installed carefully by an experienced practitioner to avoid causing damage to the door and door frame. These features should be carefully installed so as not to cause any unnecessary damage, and the property would remain essentially unchanged if the security features were removed in the future.

Any exterior elements of a security system should be installed on a rear or secondary elevation, and all components should be carefully installed by an experienced technician to avoid damaging or obscuring historic or character-defining features.

Please see *Chapter 2: Guidelines for Maintenance and Repair* for additional information on implementing historically compatible security measures for your home.

## Decorative Features

The Minerva Park Place Historic District is characterized by its Spanish Colonial Revival homes, which were historically quite modest and did not have much in the way of decoration or ornamentation. The decorative elements that do exist include clay tile attic vents, niches, and clay tile coping.



*Existing original decorative features in the Minerva Park Place Historic District; refer to Chapter 4: Architectural Style Guides to identify decorative details.*

- *Where they exist, original decorative features should be retained.*

These features should be retained and repaired as needed, and replaced in kind if they are demonstrably damaged beyond repair.



## Decorative Features, Continued

- *Adding new decorative features is not recommended.*

The installation of new decorative features such as shutters, inlaid tile, or other applied architectural decoration is not recommended. Without proper evidence to suggest that they existed historically, these features would be **conjectural** and could create a false sense of history. Additionally, these new decorative features may not be compatible with the historic style of the home, or the historically modest setting of the district.

- *Non-structural and non-permanent decorative features such as plant pots, hanging plants, bird baths, etc., are acceptable.*

These features should be carefully installed and selected so that they do not damage, obscure, or overly detract from the character defining features of the historic property or district.



*Carefully installed non-structural decorative features may be added if desired.*

## Additions

### Front Additions

- *Front additions are not permitted within the Minerva Park Place Historic District.*

Constructing a new addition on the front elevation of a contributing building within the Minerva Park Place Historic District could cause a drastic change to the historic character of the primary elevation of the building. Furthermore, an addition to the front could alter the existing setback from the street and disrupt the visual continuity of the district. Therefore, front additions are not permitted.

### Side Additions

- *Side additions are not permitted within the Minerva Park Place Historic District.*

While side additions are generally less visually obtrusive than front additions, the lot sizes in the Minerva Park Place Historic District are too narrow to accommodate a historically compatible addition to the side elevation. The residences have a shallow setback from the street and no side fencing, leaving all or most of the side elevations fully visible from the public right-of-way. Therefore, side additions are not permitted.



## Rear Additions

- *Rear additions are acceptable.*

Adding a single-story addition to the rear of a residence is acceptable for all properties within the Minerva Park Place Historic District, provided that it is sensitively designed and is not highly visible from the public right-of-way. The design and placement of rear additions may be subject to other City requirements not listed within these guidelines.

- *The size and massing of the addition should be compatible with the historic character of the residence.*

The addition should not envelop or be larger overall than the existing building, and should be no wider than the existing footprint. Rear additions should not be taller than the existing roofline.

- *The addition should be planned and constructed in a way that does not involve removing, obstructing, or damaging any existing historic features.*

Additions should always add to the existing footprint of the building; new construction should never involve removal of a portion of the original residence or site features.

Additions to the residence should not form a connection between the primary building and detached garage, in order to maintain the historic spatial relationship of the site.

All additions should be planned and constructed carefully so that they do not cause damage to the historic building—for example, if you were to someday remove the addition, would the original building remain intact?

- *All additions should be compatible with, yet distinguishable from, the original building style.*

Property owners should design a rear addition to be compatible with the historic building, but avoid exactly duplicating the original building materials and detailing so that the addition is not mistaken for an original part of the residence in the future. Duplicating the features of the original can create what is called a false sense of history, (i.e. it could be difficult, even for professionals, to visually determine which portion of the residence is original).

A Spanish Colonial Revival or similar style addition may be differentiated from the original building through the use of a setback from the original wall plane, a lower roof height, and slightly different windows. For example, if the primary residence has multi-light wood casement windows, consider single-light wood casement windows for the addition.



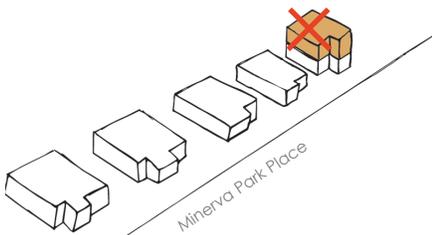
## Rear Additions, Continued



*A compatible Spanish Colonial Revival addition to the rear.*

## Upper Story Additions

- Upper story/second floor additions are not permitted within the Minerva Park Place Historic District.



The contributing properties in the district are single-story homes, and the addition of another story would be highly visible from the street and disrupt the visual cohesion of the district, and are therefore not permitted.

Where feasible, prioritize increasing the size of your home by constructing compatible single-story additions to the rear.

Second story additions, indicated with a red "X," are not permitted in the Minerva Park Place Historic District.



## New Construction

### *Accessory Buildings*

Each contributing property within the Minerva Park Place Historic District is occupied by a single-family residence located near the front of the lot, and a driveway to the north of the lot that leads to a modestly sized, single-car detached garage to the rear of the lot. Some garages have been expanded or attached to the primary residence with subsequent additions.

- *New accessory buildings may be acceptable.*
- *The size and scale of the accessory building should be appropriate to the existing residence and the size of the backyard.*

Accessory buildings should not be taller than the existing roofline, envelop, or be larger overall than the existing building.

The accessory building should be planned and constructed in such a way that does not obscure or damage existing character-defining features or structures.

Adding a new building or feature that would require removal of an existing, historic building or feature is not permitted. For example, removing a historic detached garage to replace it with a new garage would not be permitted.

Consider constructing free-standing structures instead of attaching them directly to the primary residence in a manner that could damage or penetrate the exterior.

- *Accessory buildings should be compatible in design to the primary building.*

When designing an accessory building to a contributing property, it should be compatible with the features, materials, and style of the primary building on the lot.

For example, when designing an accessory building for a Craftsman or similar style contributor, consider including design elements such as a gabled roof with open eaves and shingles, wood siding, and rectangular door and window openings; for a Spanish Colonial Revival or similar style contributor, consider including design elements such as flat roofs with clay tile accents, stucco cladding, and rectangular door and window openings.

Utilitarian accessory buildings not visible from the street and that do not require a building permit, such as tool sheds or chicken coops, do not necessarily need to feature these architectural design features, but should follow the remainder of the guidelines for accessory structures. Check with the Building Bureau to confirm whether the building you propose requires a building permit; all structures will require a Certificate of Appropriateness.



## Infill Construction

- *There are no vacant lots within the Minerva Park Place Historic District; therefore, infill construction is not anticipated.*
- *Demolishing a contributing property in order to construct a new building is not permitted.*

In the event that a contributing building is intentionally altered, damaged, or demolished, the property owner could be subject to fines and penalties, and may be required to replace the damaged components in kind. These penalties may also apply to demolition by neglect, a process in which a property owner attempts to circumvent regulations for historic properties by knowingly and purposefully deferring all maintenance and repair—neglecting the building—until demolition becomes necessary due to safety concerns.

- *If an incident such as accidental fire results in damage to a contributing property, the property owners should replace the damaged elements in kind.*

In the unlikely event that a contributing property is completely lost to an incident such as accidental fire, the property owners will not be expected to recreate the historic property unless desired; however, the replacement property should follow the guidelines for new construction in order to remain harmonious with the surrounding district. This replacement property will not be considered a contributor to the district.

- *New construction should be generally compatible with the existing contributing buildings in size, scale, setback, height, massing, design, materials, and architectural style to protect the overall character of the historic district.*

New construction is expected to reasonably “blend in” with its surroundings, where feasible, but is not required to exactly match the contributing buildings. In fact, matching an existing design too closely is discouraged, in order to prevent the new building from being mistaken for an original historic building in the future; however, the new construction should generally take cues from the contributing building to fit into the district more harmoniously.

The contributing residences within the Minerva Park Place Historic District are all modest, Spanish Colonial Revival houses with flat roofs, stucco cladding, clay tile accents, and minimal ornamentation. They are one story in height with a shallow setback from the street. Property owners planning new construction should consider including features like a flat roof, clay tile accents, dash or float finish stucco cladding, arched forms, and rectangular door and window openings in their design. Owners should anticipate conforming to the prevailing height and setback in the district.

## Infill Construction, Continued

