City of Newton
Historic Preservation

Guidelines for Additions & New Construction

Additions should be deferential to historic buildings, as seen in this example from Newton Upper Falls.

PURPOSE

These *Guidelines* were prepared to assist property owners with information when considering the construction of a new building or an addition within a historic context. They are not intended to replace consultation with qualified architects, contractors, the Newton Historical Commission (NHC), Local Historic District Commissions (HDC) and their Staff. The City's Preservation Planner and the NHC/HDC will be happy to provide a preliminary consultation addressing design or materials issues to potential applicants free of charge.

These *Guidelines* were developed in conjunction with the City of Newton's Historical Commission (NHC), Local Historic Districts Commissions (HDC), and the Planning and Development Department (PDD). Familiarity with this material can assist owners of designated historic properties to move a project quickly though the City of Newton review and approval process. Information pertaining to all properties with a City of Newton historic preservation review designation is marked with the abbreviation **(ALL)**. Information pertaining specifically to properties in Local Historic Districts **(LHD)**, to Local Landmarks **(LL)**, or to properties with Preservation Restrictions **(PR)** is marked accordingly. Information in the Guidelines that is advisory only is marked with the abbreviation **(AO)**. Please refer to the Introduction section for background information on historic preservation designations and the project review process in the City of Newton.

Additional Guidelines addressing other historic preservation topics are available at City Hall and on the City's website at www.newtonma.gov. The NHC, HDC, and PDD are available to provide informational meetings or preliminary consultation with applicants prior to filing. For more information, questions regarding the application process, or to clarify whether a project requires review please contact the PDD at (617) 796-1120.

ADDITIONS & NEW CONSTRUCTION WITHIN A HISTORIC CONTEXT

New construction, either in the form of a new building or an addition to an existing building, is a sign of the economic health and vitality of the City. New construction within a historic context can take many forms including:

- New primary buildings along a street
- Additions to existing buildings
- New secondary structures (garages, sheds or outbuildings)

Prior to undertaking a new construction or addition project, the City encourages property owners to understand the unique architectural character of Newton and its neighborhoods and allow that understanding to inform their design. Property owners are strongly encouraged to consult the other *Guidelines* sections to better understand the historic context and appropriate design and materials for new construction and additions early in the design process.

It is not required that historic properties or styles be "copied" in new construction, but the NHC/HDC encourage new construction to be well-designed and sympathetic to its distinctive surroundings.

REVIEWS BY OTHER CITY AGENCIES

Property Use: The Newton Historical Commission (NHC) and Local Historic District Commissions (HDC) do not have the authority to control the use of a property. All proposals for work on a property under the jurisdiction of the Commissions must conform to the City of Newton Ordinances and all other applicable codes. Applications for variances or special permits may be made to the Zoning Board of Appeals or Board of Aldermen concurrently with an NHC/HDC application to reduce review and processing time. Please contact the PDD regarding concurrent reviews.

Concurrent Reviews: the PDD works with various branches of City government to coordinate approvals involving use, zoning, design, and other regulated items. The NHC, HDC and PDD provide recommendations to other reviewing bodies including the Board of Aldermen, Urban Design Commission and Planning and Development Board. Inter-departmental meetings can be arranged on an as-needed basis through the PDD. Any NHC/HDC approved project must be presented to the Inspectional Services Department for building permit exactly as it was approved, or additional review by NHC/HDC is required.

COMPATIBLE DESIGN PRINCIPLES (ALL)

The historic development of each of Newton's neighborhoods followed its own pattern and rhythm. The culture of the City's past inhabitants is expressed through its architectural and built environment. To continue the evolution of the built environment, the implementation of creative solutions that reflect current design and are sensitive to the character of their historic surroundings is encouraged.

This 3rd floor addition overwhelms the historic building and is inappropriate. Its scale is substantially larger, the side gable roof form has been altered to a flat roof, the footprint has been greatly expanded, the window size and proportions is dramatically different, and trim, details and materials vary greatly from the historic building.

Each Local Historic District, Landmark and neighborhood has its own unique characteristics and architectural vocabulary. The specific styles and types of compatible new construction or additions will vary at each site depending on its specific context. Recognizing that what might be appropriate at one property is not appropriate at another, no specific design "solutions" for new construction or additions are mandated. However, in making determinations regarding the appropriateness of new construction or additions, the NHC/HDC are guided by *The Secretary of the Interior's Standards for Rehabilitation* (refer to *Guidelines Introduction, Page 19*) when reviewing the compatibility of a proposal within the property's specific context. The design principles below are used when reviewing new construction and additions.

PDD STAFF ASSISTANCE

The PDD encourages anyone considering an addition, new construction, relocation or demolition to meet with the appropriate PDD Staff member early in the design process. The PDD Staff can identify potential issues, offer guidance and clarify specific submission requirements and other required reviews, potentially streamlining the process.

NOTE: Designs must conform to or obtain relief from zoning requirements.

DESIGN PRINCIPLES	ADDITIONS AND NEW CONSTRUCTION
Scale: Height and Width	Proportions and size of the addition/new building compared with existing building/ neighboring buildings
Building Form and Massing	Three-dimensional relationship and configuration of the addition/new building footprint, its walls and roof compared with existing building/neighboring buildings
Setback: Yards (Front, Side and Rear)	Distance of the addition/new building to the street and property lines when compared with the existing building or other buildings on block
Site Coverage	Percentage of the site that is covered by addition/new building, compared to similar nearby sites
Orientation	The location of the front of the addition/new building and its principal entrance relative to other buildings on the block
Architectural Elements and Projections	The size, shape, proportions and location of doors, porches, balconies, chimneys, dormers, parapets and elements that contribute to an overall building's shape and silhouette relative to neighboring buildings
Alignment, Rhythm and Spacing	The effect the addition/new building will have on the existing street patterns
Façade Proportions: Window and Door Patterns	The relationship of the size, shape and location of the addition/new building façade and building elements to each other, as well as to other buildings on the existing building/block
Trim and Detail	The moldings, decorative elements and features of a building that are secondary to major surfaces such as walls and roofs and how they related to the existing and neighboring buildings
Materials	The products with which an addition or new building is composed or constructed and how these relate to existing and neighboring buildings

ADDITIONS TO EXISTING BUILDINGS (ALL)

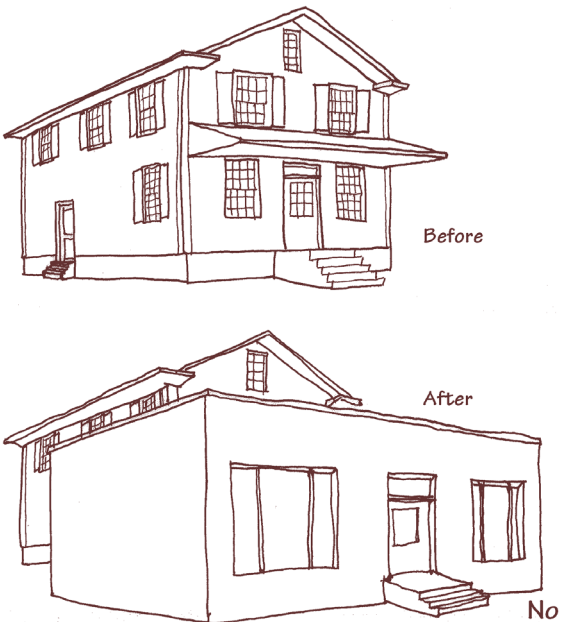
Historically, the need for increased space has often been addressed by constructing additions to existing buildings. Additions to existing historic buildings can provide increased space while maintaining the historic character of the original building and streetscape.

In conformance with *The Secretary of the Interior's Standards for Rehabilitation*, an addition to a historic building should be subordinate to the historic building and read clearly as an addition. The subordinate appearance of an addition can be achieved through its placement, form, size, massing, materials and details.

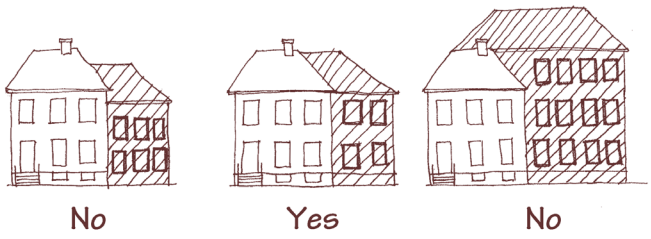
Contemporary design and additions to existing properties should not obscure, damage or destroy significant architectural material, and should be compatible with the design of the property and the neighborhood. Whenever possible, additions should be constructed in a manner that would allow the addition to be removed without damaging the essential form and integrity of the historic building.

The NHC/HDC encourage:

- Location of additions at rear or side elevations whenever possible in a manner that is subordinate to the historic building and compatible with the design of the property and surrounding neighborhood
- Construction of additions so that the historic building fabric is not radically changed, obscured, damaged or destroyed
- Review of related *Guidelines* to better understand the historic context and appropriate design and materials within a historic context
- Consulting Newton's zoning requirements prior to designing an addition



An inappropriate addition can have a detrimental impact on the historic buildings and streetscape.



The addition to the left has lower floor-to-floor heights and smaller and more closely spaced windows than the historic house. The addition at the center has a similar and appropriate scale, proportion, overall form and window pattern to the existing building. The addition to the right is significantly larger than the existing building and is visually overwhelming and inappropriate.

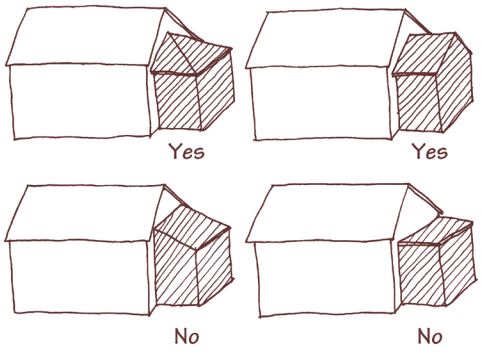
PRINCIPLES FOR ADDITIONS (ALL)

Scale: Height and Width

Additions to existing buildings should generally be smaller than the original building with similar floor-to-floor and first floor heights.

The NHC / HDC encourage:

- Constructing an addition that is smaller or similar in scale to the existing building or those on adjacent sites
- Constructing an addition larger than adjacent buildings by breaking the building mass, dividing its height or width to conform with adjacent buildings
- Constructing taller masses of the buildings at the rear of properties, away from the street and adjacent buildings



The size and placement of all four additions is similar, however the roof forms vary. It is generally more appropriate to add a sloped roof addition to a historic building unless the historic building originally had a flat roof.

Building Form and Massing

Building form refers to the shape of major volumes while massing refers to the overall composition of the major volumes. The form and massing of additions should complement, but not necessarily match the original building. For example, it is often appropriate to construct an addition that is smaller with gable roof form at the rear of an existing gable roof building.

The NHC / HDC encourage:

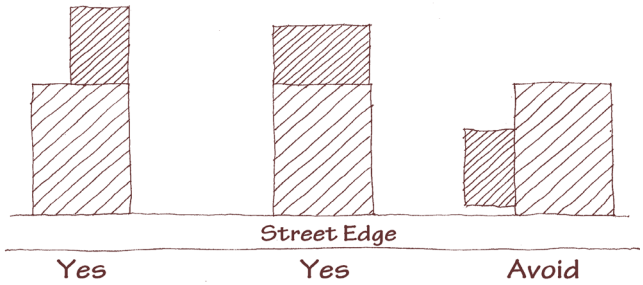
- Constructing an addition with similar form and massing to the existing building and buildings on adjacent sites
- Constructing roof forms, wings, bays and other projecting elements that are similar to those found on the existing building

Setbacks: Yards (Front, Side and Rear)

Additions should be positioned to have the least visible impact from the street, with additions at front façades generally not appropriate and rear additions generally most appropriate. Additions at side elevations are rarely appropriate, and if proposed they should be held back as far as possible from the street.

The NHC / HDC encourage:

- Constructing the addition at the rear of the building or at the side elevation as far back on the site as possible
- Using landscape elements, such as walls and fences, to visually screen the addition



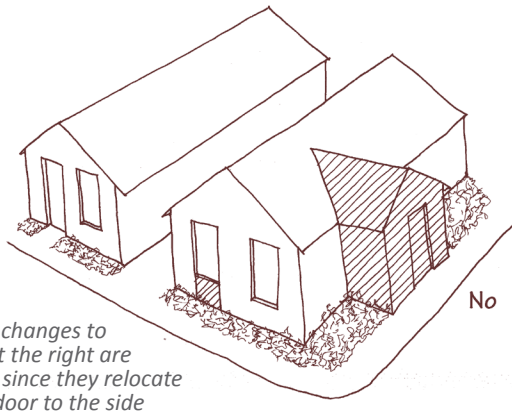
The visibility of the left and middle additions would be limited from the sidewalk and the street. The addition to the right is very visible from the sidewalk and street and should be avoided.

Orientation

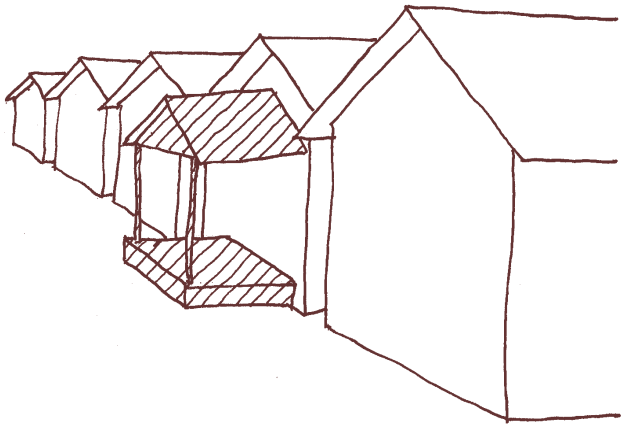
The principal façade of a building should be oriented in the same direction as the majority of the buildings on the streetscape. When adding to an existing building, the addition should be located, planned and detailed so as to not confuse the dominant historic orientation of the original building. The addition should not have the effect of creating a new primary façade. It should not be visually dominant, and it should be screened from the public right-of-way as much as possible.

The NHC / HDC encourage:

- Maintaining the visual prominence of historic front doors
- Maintaining the historic primary façade or principal elevation of a building along a streetscape



The proposed changes to the building at the right are inappropriate since they relocate the entrance door to the side elevation and eliminate the front door from the original building.



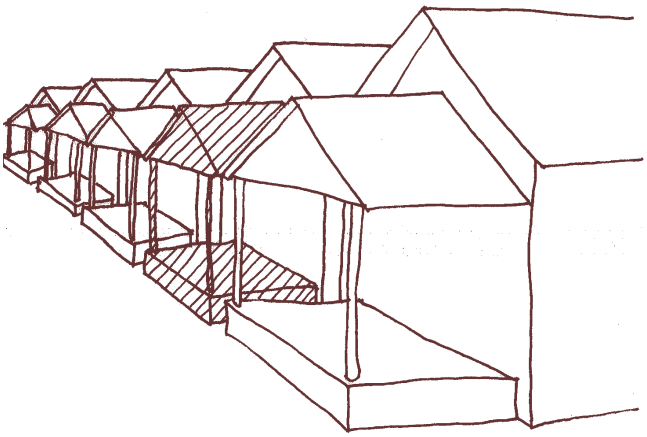
The construction of new front elevation porches that did not historically exist is discouraged.

Architectural Elements and Projections

Throughout Newton's neighborhoods, the rhythm of the streetscapes is highlighted by the projection of porches, and balconies to relieve otherwise flat façades, as well as chimneys, dormers and parapets projecting from the roof that contribute to its overall shape and silhouette. However, it is generally not appropriate to add a new architectural element or projection to a building's street elevation or highly visible side elevation; unless there is evidence that it previously existed or is common for the particular type or style. New architectural elements and projections are generally more appropriate at rear elevations or towards the rear of non-street elevations.

The NHC / HDC encourage:

- Replacing a missing architectural element or projection with similar design and detailing to those found at neighboring buildings such as a porch, balcony, parapet or dormer
- Installing compatible simplified detailing at new architectural elements or projections, particularly if located towards the rear of a side facade or at the rear facade



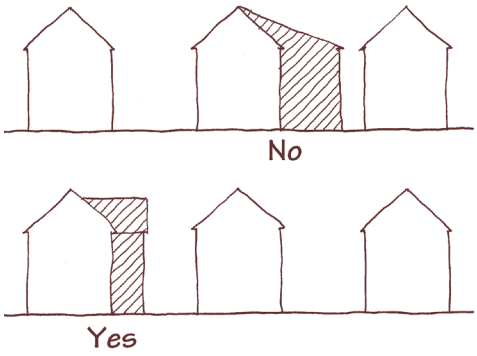
The reconstruction of removed porches in a manner that is compatible in size and scale to the building and streetscape on which it is being proposed is encouraged.

Alignment, Rhythm and Spacing

Although the architecture of Newton is characterized by great variety in its neighborhoods, within each block there tends to be consistency in the proportions of the façades and spacing of buildings. The consistent spacing establishes a rhythm that is historically prevalent and that should be applied to additions to existing buildings. The construction of an addition should not make an existing building appear substantially wider or closer to its neighbors than the patterns of existing buildings on the streetscape.

The NHC / HDC encourage:

- Constructing additions in a manner that does not significantly alter the visual alignment, rhythm and spacing of buildings along a streetscape



The top addition almost doubles the width of the house and is inappropriate. The lower addition is more modest and in keeping with the existing building spacing and building form.

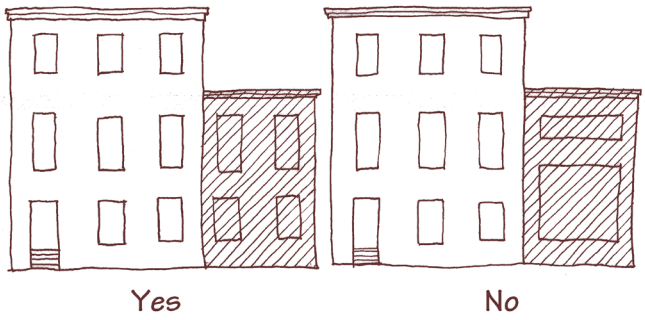
Façade Proportions; Window and Door Patterns

The rhythm and patterns of principal façades of an addition should reflect that of the original building. Rhythm and patterns across the width of a façade typically include the number of bays and the location and spacing between doors and windows. Vertical considerations for rhythm and patterns include floor-to-floor heights, first floor and porch heights above the ground, cornice heights, and the vertical distance between rows of windows and windows and cornices. In some instances, where the proposed use and scale of an addition prevents maintaining rhythms and patterns, the property owner is encouraged to incorporate detailing such as pilasters that give the impression of bays or multiple buildings.

Windows and doors on additions should be of similar size, shape, design, proportion, spacing and placement to those in the existing building. Windows should be proportionally and functionally similar, and have comparable muntin or grid patterns as the existing building. Doors should reflect the original type and the proportions of windows and panels should be similar.

The NHC / HDC encourage:

- Constructing an addition whose façade height and width are compatible to the existing building and adjacent sites
- Using similar proportions, sizes and locations of windows and doors as found on the existing building and adjacent sites
- Maintaining existing window and door opening sizes and configurations



The proportions of the windows of the left addition are consistent with those at the original building. The windows of the right addition are much wider with the first floor window being significantly taller and the second floor much shorter.

Trim and Details

In the same way that form and mass of an addition should be compatible but not necessarily copy historic buildings, new details should be compatible but not necessarily copy historic trim and details. Existing details and trim may be used as the basis for those on additions and be simplified to provide compatibility without requiring duplication of historic features. Using similar forms such as those found at parapets, rooflines, windows, doors, trim, porches, balconies and other façade elements can help establish continuity and compatibility within a building, block and the historic setting as a whole.

Detail and trim should be used to accomplish purposes similar to those used historically. Examples of functional and decorative elements include cornices, lintels, arches, balustrades, chimneys, shutters, columns, posts and other common details. When used, details and trim should create a unifying effect on a building and should be compatible with the context of the neighborhood.

This addition in Auburndale has complementary massing and materials to the historic home. The details have been simplified, omitting the corner quoins, which would be too highly styled at this relatively modest addition.

Although constructed with different materials, the wood-framed addition located in Auburndale complements and "defers" to the original brick house. The addition has a similar roof form and multi-light windows to the main house and the wood siding complements the projecting central entrance.

Materials

The materials used in the construction of an addition including walls, roofs, windows, doors, trim, porches and other exterior visible elements contribute to a building's character and appearance. Typically, materials for an addition should match or complement the materials found on the existing building. However, there are times when this is not economically feasible or practical. In these cases, it is appropriate to use alternate materials on additions, as long as the material is a "lesser" material than the original construction. This would include adding a wood weatherboard or stucco addition to a stone or brick building; however, it is not appropriate to construct a brick addition onto a wood weatherboard building.

Inappropriate materials include those that unsuccessfully pretend to be something they are not, such as plastic "bricks," aluminum or vinyl "weatherboards," or synthetic stucco and EIFS. All are imitations which fail to produce the texture, proportions and colors of the real materials. It is important to note that the size, texture, color and other characteristics of exterior materials can be as important as its composition.

The series of additions at this home in Newton Upper Falls shows the expansion of the original house over time. The additions share similar forms and materials to the historic house, simplified detailing, and are largely concealed behind its main block.

NEW CONSTRUCTION (ALL)

New construction on a historic property or within a historic context can dramatically alter the appearance of the property and the streetscape. Because of the historical sensitivity of the area, property owners should take great care when proposing new construction, understanding how contemporary design will appear within the streetscape and surrounding neighborhood context. Depending on the specific location, this context could include Colonial, Tudor Revival or Modern style homes, or potentially institutional or former industrial buildings.

Newton's villages benefited from expansion, with houses, commercial, institutional and industrial buildings being added to the community as need arose. As a result, many of the blocks and streetscapes have a cohesive architectural style with buildings of similar form, mass, scale, setbacks and materials.

Recognizing this cohesion in each neighborhood, new buildings should seek to maintain the consistent and historic ambiance with compatible and sympathetic contemporary construction.

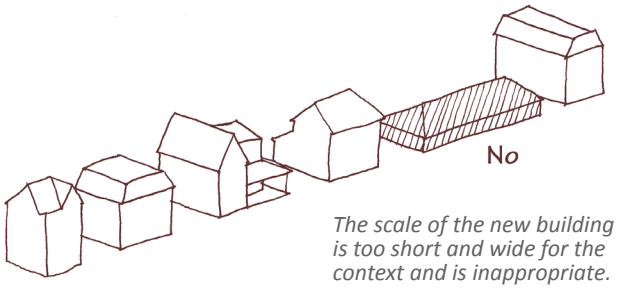
The NHC/HDC encourage:

- Preservation of the cohesive ambiance of historic properties and neighborhoods with compatible and sympathetic contemporary construction that is not visually overwhelming
- Matching setbacks (distances to property lines) of adjacent buildings on a streetscape
- Compatible siting, proportion, scale, form, materials, fenestration, roof configuration, details and finishes to adjacent and nearby properties
- Reference to the related *Guidelines* to better understand the historic context and appropriate design and materials within a historic context

BUILDING TYPE & ARCHITECTURAL STYLE IN A HISTORIC CONTEXT (ALL)

A single building type or style is not required for new construction, except as required by Zoning regulations. However, a review of the area surrounding the project site is strongly recommended as a means of influencing and directing the proposed design. When constructing new buildings, property owners are strongly encouraged to seek high quality design and materials that relate to a site's historic context to allow for the creation of the City's future landmarks.

In cases in which a property owner prefers to construct a reproduction of a historic building type or style, it is strongly recommended that all dimensions, profiles, details and materials be consistent with the historic building type or architectural style being referenced.



The scale of the new building is too short and wide for the context and is inappropriate.

PRINCIPLES FOR NEW CONSTRUCTION (ALL)

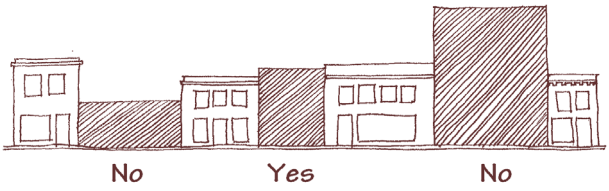
Scale: Height and Width

The proportions of a new building and its relationship to neighboring buildings establish its compatibility within a neighborhood or block. The height-width ratio is the relationship between the height and width of a street façade and should be similar in proportion to those of neighboring buildings. New construction should neither be visually over- or under-whelming when compared to its neighbors.

Where two- and three-story buildings are the norm in the City, buildings that digress from these standards by any great degree can negatively affect a neighborhood. If large-scale construction is considered, particular attention will be given to the location, siting, setbacks of the building and its upper stories, façade treatments (materials, window and door openings, etc.) and the effect of the proposed building on the streetscape and neighborhood as a whole.

The NHC / HDC encourage:

- Constructing a new building that is similar in height and width to buildings on adjacent sites
- Constructing a new building larger than adjacent buildings by breaking the building mass, and dividing its height or width to conform with adjacent buildings
- Constructing taller portions of buildings away from street



The two-story building in a row of two-story buildings is an appropriate scale along the streetscape, while the one- and four-story buildings are inappropriate in a historic context.

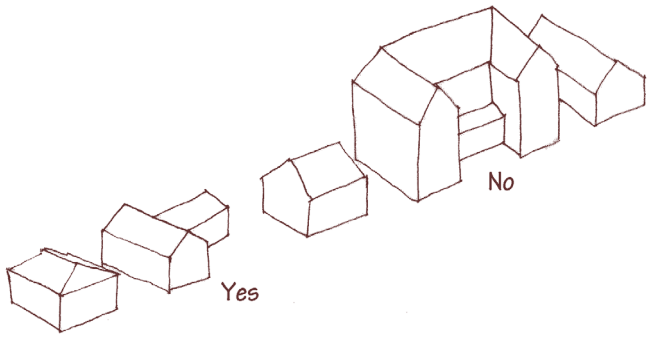
Building Form and Massing

Building form refers to the shape of major volumes while massing refers to the overall composition of the major volumes, its overall "bulk", and how it sits on the site. Elements that are typically used to define building form and massing include the roof form, as well as wings, ells and other projecting elements, such as bays. New buildings with form and massing similar to adjacent construction will be more compatible with the surrounding neighborhood.

The one-story residence is not appropriately scaled nor does it have appropriate form and massing for the streetscape. The form has a horizontal rather than vertical emphasis. The building to the right has a similar scale and form to the existing buildings.

The NHC / HDC encourage:

- Constructing a new building with similar form and massing to buildings on adjacent sites
- Constructing roof forms, wings, ells and bays and other projecting elements that are similar to those found on the block of the proposed building
- Matching adjacent cornice heights

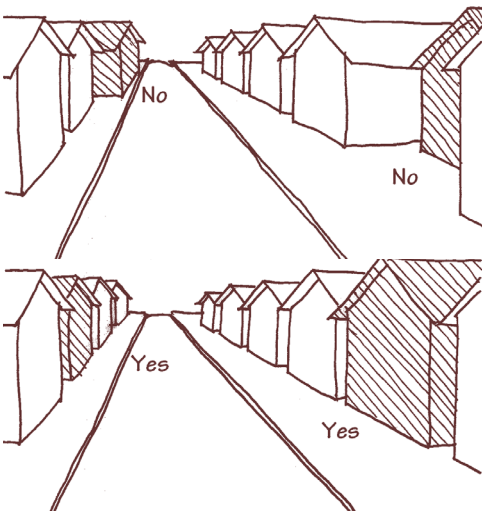


The one-story, "L"-shaped building to the left is of a similar form and mass to other buildings along the streetscape. The 2 1/2-story building to the right has a much more complex form and is substantially more massive than those along the street.

Setbacks: Yards (Front, Side and Rear)

New construction should reflect prevailing setbacks and yard dimensions (distances between the building and the property line, adjacent buildings, street and/or sidewalk) that are determined by zoning requirements. Physical elements that define historic properties and buildings create visual continuity and cohesiveness along a streetscape. These elements typically include walls, fences, building façades, porches and balconies. A consistent setback maintains the visual rhythm of the buildings and site elements in the neighborhood and makes new construction more compatible in its setting.

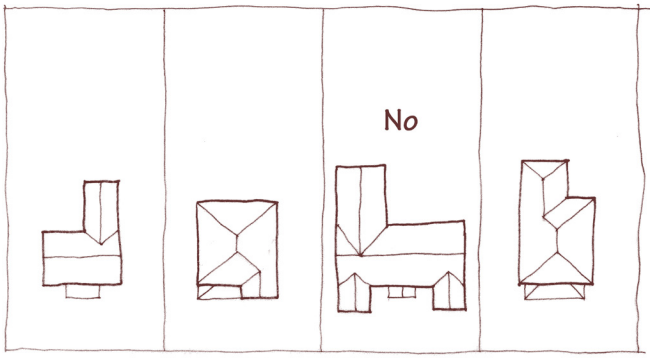
New construction should not step forward or recede back from adjacent buildings on the streetscape.



New construction should match prevailing setbacks along a streetscape and should not step forward or back from adjoining buildings.

The NHC / HDC encourage:

- Keeping the visual mass of the building at or near the same setback as buildings on adjacent sites
- Keeping landscape elements, such as walls and fences, and projecting elements, such as porches and balconies, at setbacks similar to those of adjacent buildings



Although the new building might meet setback requirements, its footprint greatly exceeds its neighbors and is inappropriate.

Site Coverage

The percentage of a lot that is covered by buildings should be similar to those of adjacent lots. Although City of Newton Ordinances regulate the maximum allowable coverage area and minimum setbacks, the overall building-to-lot area should be consistent along a streetscape. If parcels are combined for a larger development, the site coverage proportions should be minimized by breaking large building masses into smaller elements to be more compatible with adjacent buildings.

The NHC / HDC encourage:

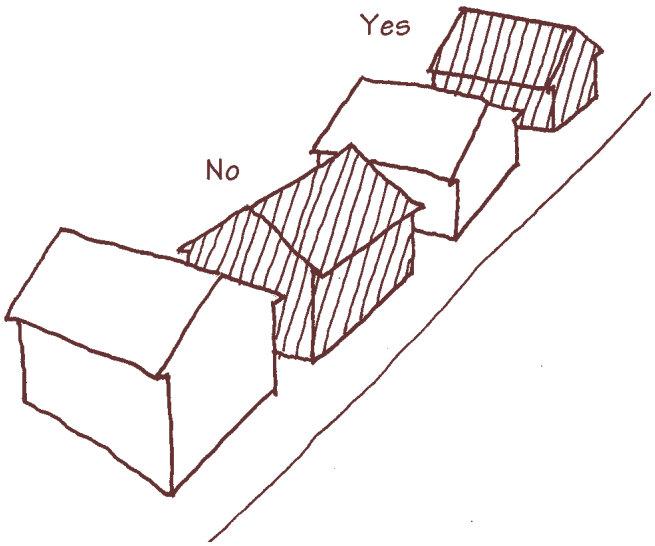
- Maintaining the building-to-lot proportions found on adjacent lots
- Adjusting the massing to suggest building-to-lot proportions found on adjacent sites
- Screening parking, mechanical equipment and garbage collection from public view with walls or fencing

Orientation

The principal façade of new construction should be oriented in the same direction as the majority of the buildings on the streetscape, with main entrances located on the principal façade. In the case of new construction on a corner site, the front façade should generally face the same direction as the existing buildings on the street and follow the rhythm of the streetscape.

The NHC / HDC encourage:

- Orienting the primary façade and principal door parallel with the street



The orientation of the existing building has the gable end facing the street. In cases where there is an overwhelming existing orientation, it is recommended that new buildings be similarly oriented.

Architectural Elements and Projections

Throughout Newton's neighborhoods, the rhythm of the streetscapes is highlighted by the projection of porches and balconies to relieve otherwise flat façades. At the roofline, extended eaves, projecting chimneys, dormers and parapets contribute to a building's overall shape and silhouette. The choice, size, location and arrangement of elements in a proposed building should reflect those of surrounding buildings. In most cases, these projections are parallel to the street and provide shelter for the primary building entrance. In the case of porches, the entrances are generally raised a few steps above ground level.

The NHC / HDC encourage:

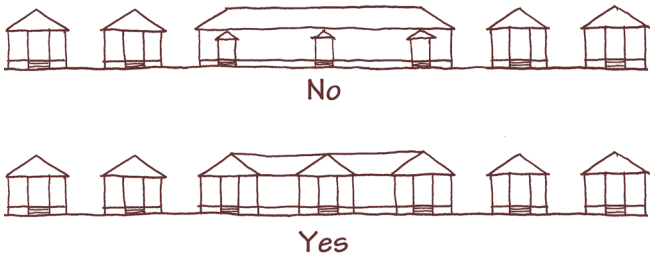
- Constructing a building with an architectural element or projection designed and detailed similarly to or more simply than those found at neighboring buildings
- Constructing porch floor and ceiling heights at similar heights to those found on neighboring buildings where permitted by code

Alignment, Rhythm and Spacing

Although the architecture of Newton is characterized by great variety of building types and styles, within each block there tends to be consistency in façade proportions and the space between buildings. The consistent spacing establishes a rhythm which should be applied to new construction. This rhythm and spacing not only refers to the building, but also the porch projections along the streetscape.

The NHC / HDC encourage:

- Aligning the façade of a new building with the façades of existing adjacent buildings
- Aligning roof ridges, porches, cornices, eaves and parapets with those found on existing adjacent buildings
- Constructing new buildings that have similar widths and side yard setbacks relative to neighboring buildings
- Constructing new buildings larger than those on adjacent sites, if the larger building is visually divided to suggest smaller building masses



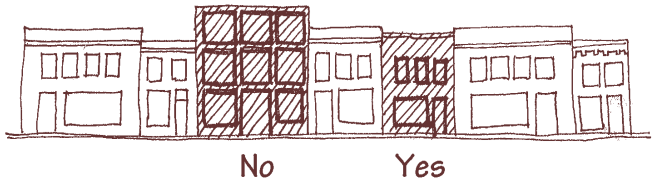
New, larger-scale buildings should be visually divided to suggest the rhythm and spacing of buildings on the streetscape. The projecting porches on the lower example suggest multiple residences of spacing similar to adjacent buildings.

Façade Proportions; Window and Door Patterns

The rhythm and pattern of principal façades of new construction should reflect and maintain neighborhood patterns. Across the width of a façade, rhythm and patterns typically include the number of bays and the location and spacing between doors, windows, shutters and blinds. There are also vertical components of rhythm and pattern. These include the distance of the first floor or porch above ground level, building floor-to-floor heights, cornice heights and the distance between rows of windows. In some instances, where the proposed use and scale of a new building prevents maintaining rhythms and patterns, the property owner is encouraged to incorporate detailing to suggest them, such as pilasters that give the impression of bays or multiple buildings.

The NHC / HDC encourage:

- Constructing a new building whose façade height and proportions are similar to existing adjacent buildings
- Using similar proportions, sizes, locations and numbers of windows and doors as adjacent sites
- Installing stylistically compatible windows and doors with those found on existing neighboring buildings



This streetscape generally has first floor storefront windows and doors, with smaller punched windows at the upper floor, which is similar to the example at the right. The building at the left has a grid pattern of large windows at each of the floors and is inconsistent with the streetscape.

Trim and Details

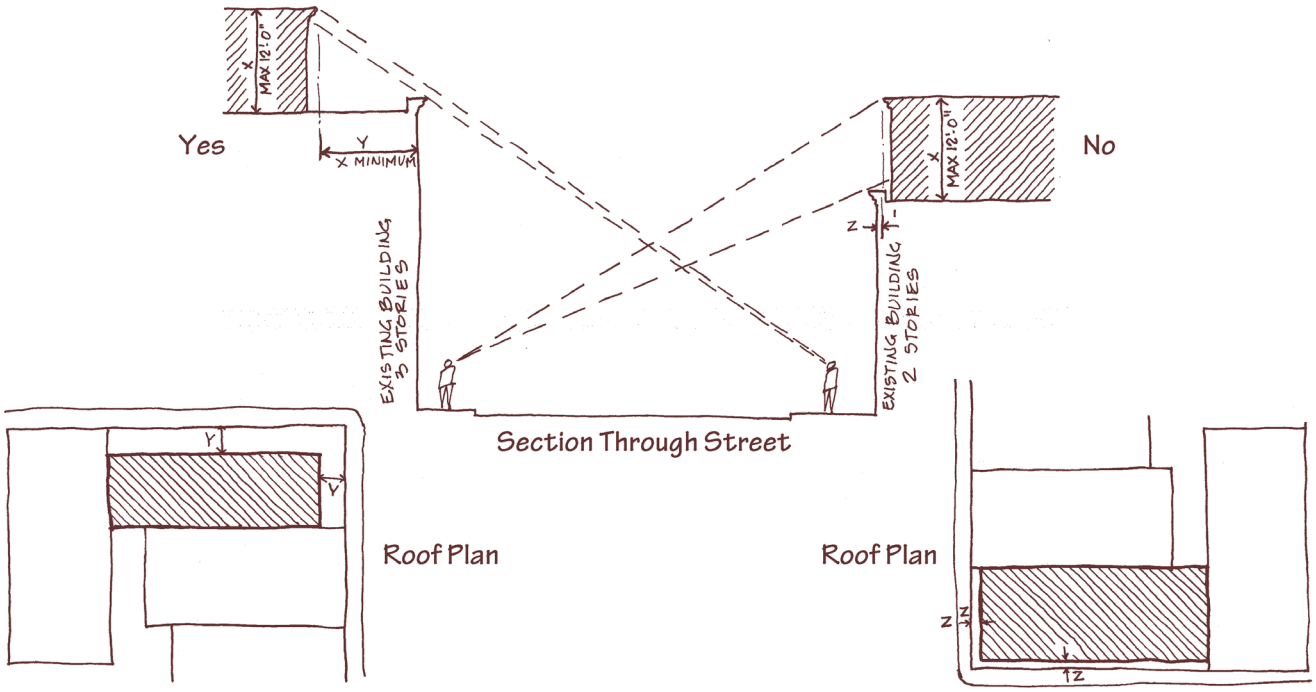
Trim and details include the moldings, decorative elements and features of a building that are secondary to major surfaces such as walls and roofs. Historically, they were often installed to serve functional needs. Over time, trim and details were modified to enhance the building type and style. Trim is decorative and often serves to infill or provide a transition between different materials or building elements such as walls and windows. Functional and decorative detail elements include cornices, lintels, balustrades, chimneys, shutters, columns, posts and other common architectural features. For example, louvered shutters visually frame a window opening, provide security, and can regulate light and air when closed. By contrast, shutters screwed into a building wall do not serve a functional purpose.

In most cases, the exterior details and forms of new construction should provide a visual link to neighboring historic buildings. In the same way that new buildings should be compatible but not necessarily copy historic buildings, new details should be compatible but not necessarily copy historic trim and details. However, existing details and trim on other buildings may be used as the basis for those on new buildings. The trim and details of new construction should be used to accomplish purposes similar to those used historically, both functionally and decoratively. When installed, they should unify a building and should be compatible with the context of the neighborhood.

Materials

The materials used in the construction of a new building, including walls, roofs, windows, doors, trim, porches and other exterior visible elements, contribute to a building's character and appearance. Typically, materials for new construction should match those predominantly found on surrounding buildings. However, materials need not be identical to those found locally if they are complementary, particularly along streets where existing buildings are of diverse materials.

Inappropriate materials include those which unsuccessfully pretend to be something they are not, such as plastic "bricks," aluminum or vinyl "weatherboards," or synthetic stucco and EIFS. These imitations fail to produce the texture, proportions and colors of the real materials. It is important to note that the size, texture, color and other characteristics of exterior materials can be as important as its composition.



Rooftop additions must be set back from the street walls of the existing building by a minimum of the proposed height of the addition, (i.e. 12'-0" high rooftop addition must be set back from the street wall a minimum of 12'-0".) Rooftop additions on buildings less than 3 full stories in height are discouraged, since their visibility from the street tends to be much greater.

ROOFTOP ADDITIONS (ALL)

Rooftop additions are often proposed as a way to increase the square footage and floor area ratio of existing buildings. This method of adding space to buildings has predominantly occurred on commercial and institutional buildings or on conversions from commercial and warehouse buildings to other uses.

When considering rooftop additions, it is important that the historic integrity of these structures and areas be maintained. It is equally important that additions, when appropriate and permitted, contribute to the character of the area and respect the design and context of the building and its streetscape.

When reviewing rooftop additions, applications are considered on a case by case basis. An approved rooftop addition at one location should not be considered as a precedent or be construed to mean that new proposals will automatically be approved. Factors considered in the review of rooftop additions include:

- The significance of the building or site;
- The location of the building and site;
- The height of the existing building, the proposed addition and surrounding buildings;
- The visibility of the proposed addition; and
- The architectural treatment of the proposed addition and its compatibility with the existing building. It should not be obtrusive or detract from the architecture of the existing building or the surrounding Local Historic District, streetscape or adjacent buildings.

ROOFTOP ADDITION GUIDE (ALL)

In limited circumstances, proposals for rooftop additions will be considered that do not conform to these *Guidelines*. However, excellence in design and the architectural character of the existing building will be strong factors in the review.

It should be noted that all rooftop additions must comply with the City of Newton Zoning Ordinances or will require a special permit and/or variance for height limits and/or floor area ratio.

The NHC/HDC discourage:

- Rooftop additions on historically significant buildings
- Rooftop additions on buildings of less than 3 full stories in height
- Rooftop additions on buildings originally constructed as residential buildings
- Rooftop additions on buildings that are individually listed on the National Register of Historic Places or have Landmark status
- Rooftop additions on a roof with a pitch greater than 3" vertically in 12" horizontally and an existing parapet less than 18" in height
- Roof additions greater than 1-story and 12'-0" in height, with roof forms other than flat roofs
- Elevator penthouses and service additions or equipment that exceeds 12'-0" in height

This historic secondary building in Newton Upper Falls is setback from the street, and is compatible with the main house in its form, massing, materials and details.

SECONDARY BUILDINGS & STRUCTURES (ALL)

Many properties in Newton include more than a single building. In many instances, secondary buildings, structures and landscape features are also present and contribute significantly to the overall property, setting and historic context. Secondary buildings or structures in Newton most typically include, but are not limited to garages and sheds.

Secondary buildings and structures can contribute significantly to our understanding of Newton's history and character. Although most of Newton's secondary buildings were designed to be utilitarian, in many cases buildings associated with residences such as garages were constructed to reflect or be complementary to the property's principal building. These similarities can include form, materials and detailing. A secondary building or structure may be significant if it was:

- Constructed at the same time as the principal existing building on the site
- Constructed after the principal building on the site but was used for a significant function
- Built to represent an important architectural design or construction method
- Associated with an important event or person related to the property
- Built incorporating distinctive characteristics of form, style, materials or detailing or shares those characteristics with other buildings on the site

The NHC/HDC encourage:

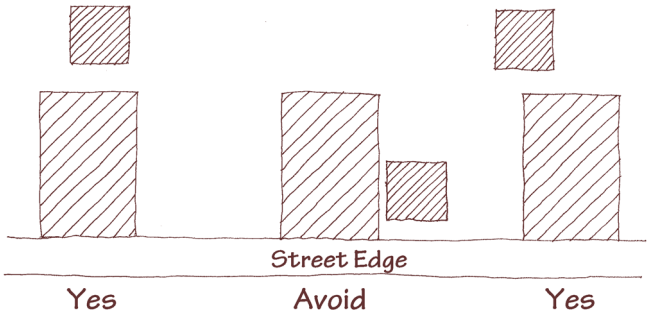
- Maintaining significant secondary buildings and structures as carefully as principal buildings
- Carefully maintaining significant and unique details at secondary buildings and structures including cupolas, barn doors, overhead doors, etc.
- Adapting functionally obsolete buildings for new uses (AO)

The NHC/HDC discourage:

- Demolition of significant secondary buildings and structures

NEW SECONDARY BUILDINGS & STRUCTURES (ALL)

Like additions, new secondary buildings and structures should be subordinate to and visually compatible with the primary building without compromising its historic character. Although the types and locations of these features are limited by the Newton Zoning Ordinances, ideally the secondary building or structure should be located so it is not visible from the street or if that is not possible, so that the visibility is limited. Please contact the Department of Planning and Development at (617) 796-1120 to discuss applicable regulations for proposed secondary buildings and structures.



The visibility of the secondary buildings or structures at the right and left is limited from the roadway. The secondary building or structure in the middle is very visible from the roadway and should be avoided.

The NHC/HDC encourage:

- Locating secondary buildings and structures, including garages, storage buildings, sheds, animal shelters, play houses and pool houses at the rear of the main building and away from the principal entrance or street elevation
- Designing new secondary buildings and structures to complement the period and style of the principal building and other buildings on the site; this includes using similar form, materials, colors and simplified detailing
- Construction of new secondary buildings in a manner that does not damage other resources on the site, including archaeological resources

The NHC/HDC discourage:

- Construction of new secondary buildings or structures in a location that is highly visible from public thoroughfares when less prominent locations are available
- Pre-manufactured metal sheds and outbuildings

The visibility of garages and other secondary buildings from the street should be minimized whenever possible.

ARCHAEOLOGY & EXCAVATION (PR, LL)

It is recommended that property owners treat below-grade areas with potential resources carefully. Once a site has been disturbed without proper care, the ability to understand the site through professional interpretation might be lost forever.

Many of the City's properties, particularly those near water, may have archaeological deposits. These deposits can include Native American shards and objects as well as remnants of earlier buildings and related construction, such as wells and privies, that might yield additional materials such as discarded household items and animal remains.

If the construction of a new building or addition will require substantial excavation on a previously undisturbed site, there is potential to destroy important archaeological resources.

It is recommended that property owners with known archaeological resources locate new construction or ground disturbing activities in a manner that avoids affecting the archaeological resource. If preservation in place is not feasible, then the archaeological site should be left undisturbed until it can be professionally excavated and recorded. The NHC/HDC encourage property owners to contact the PDD at (617) 796-1120 or the Massachusetts Historical Commission at (617) 727-8470 for additional information.

BUILDING RELOCATION (ALL)

It is always preferable to retain a building in its original historic setting; however, there may be rare circumstances when that is not feasible. This includes buildings located within a flood plain or buildings in a location that would be disturbed by an infrastructure project such as road widening.

When retaining a historic building at its original site is not feasible and all other alternatives have been explored, relocation may be considered. It is important to remember that buildings are best appreciated within the appropriate setting and duplicating the major elements of that historic setting should be considered.

The NHC/HDC encourage:

- Preservation/rehabilitation of historic buildings on their original sites
- If relocation is necessary, selecting a nearby site with characteristics similar to the original site including elevation changes and landscape
- Locating the building in a setting similar to the original site including orientation and distance from the roadway, and proximity to trees and other landscape features
- Relocating related resources and site elements such as secondary buildings and structures, walls, fences and walkways to the new site to re-establish similar relationships

The NHC/HDC strongly discourage the demolition of significant buildings or features. Demolition is an irreversible action that destroys and alters the character of the property, streetscape and surrounding area.

The NHC/HDC discourage:

- Relocation of historic buildings if preservation/rehabilitation in-place is feasible
- Altering the historic spatial relationship between the relocated building and its surrounding historic features

DEMOLITION OF HISTORIC RESOURCES (ALL)

Once resources or buildings that contribute to the heritage of the community are destroyed, they cannot be replaced. The demolition of all or portions of resources on properties or within a historic area is considered a drastic action since it alters the character of the streetscape, surrounding buildings and the demolition site. This could represent a lost educational resource for the community whether the building was an example of past construction techniques, or has associations with a significant individual or event in our history. As a result, demolition of significant buildings within a historic area is rarely considered to be an appropriate option.

The NHC/HDC encourage:

- Evaluating the significance of the historic resources
- Exhausting all options for reusing a historic resource including relocation prior to considering demolition
- If a building will be lost to demolition, salvaging significant historic building materials / features

Demolition is not recommended unless:

- The proposed demolition involves a non-significant portion of the building, and the demolition will not adversely affect those portions that are significant
- The proposed demolition involves a non-significant resource and the demolition will not adversely affect significant parts of the site

Demolition of a designated historic building or structure is rarely approved. Applicants for demolition should consult the *Guidelines Introduction, Page 6* for more information on the Demolition Review process in Newton.

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