

## New Orleans and Central Business District HDLC Guidelines Amendments 2014

### Introduction

While drafting the HDLC Design Guidelines, the Design Guidelines Planning Committee and consultant Dominique Hawkins recognized that the document would likely need to be amended and updated on an annual basis. In the last two years, some minor changes and updates have been made to the document.

This year, in recognition of the many challenges facing home owners in our local historic districts as well as the desire to make homes more energy efficient, the HDLC staff is proposing several broader policy shifts. The Staff rigorously debated the Commission's thorniest issues such as window replacement, solar panels and location of mechanical equipment in an attempt to craft changes to the Design Guidelines that would meet the needs of property owners while continuing to maintain the character of our local historic districts.

The following proposed amendments to the Design Guidelines are the result of this debate, and reflect decisions of the Commission over the past year. These proposed amendments are in no way meant to be the final product, but are rather intended to generate discussion amongst the Commission members, neighborhood associations and property owners about how they want their historic districts to be regulated.

The New Orleans and CBD HDLCs regulate over 16,000 properties spread across a wide swath of the city. The City of New Orleans, because of its impressive inventory of historic structures, is uniquely blessed to have relatively large historic districts populated by a diverse demographic that reflects a wide range of socio economic strata. In recognition of this diversity and the costs associated with property ownership, the Staff is making every effort to ensure that conservation and maintenance of historic structures does not present an undue burden on property owners.

New Orleans' historic districts are not discrete areas frozen in amber for the idle pleasure of visitors. New Orleans Historic Districts are thriving, lively communities, each with its own personality, character, challenges and needs. The Staff understands that in order for the HDLC to succeed in its mission to promote historic districts and landmarks for the educational, cultural, economic and general welfare of the public, it must first and foremost meet the needs of the community it serves. It is in that vein that we present to you the following amendments.

Proposed Design Guideline Updates

June 12, 2014

**Section 1, Page 5:**

Summary: Update outdated photo of Certificate of Appropriateness.



A CoFA indicates that HDLC approval has been granted for exterior work. The Certificate must be posted at the site.



**Section 5, Page 5:**

Summary: Allow the staff to approve 5-v crimp roofing on contributing and non-contributing rated buildings.

Metal Roof Review	
Replace in-kind with metal roof material of same material and design	<b>S C N</b> HDLC Staff review.
Replace copper roof with other material	<b>S C N</b> Commission appeal.
Install standing seam metal roofing	<b>S C N</b> HDLC Staff review.
Install corrugated metal roofing at sheds, garages, commercial buildings	<b>S C N</b> HDLC Staff review.
Install 5-V crimp	<b>S C N</b> Architectural Review Committee.
Install Rib Panel or R-Panel at non-commercial buildings	<b>S C N</b> Commission appeal.
Remove metal roofing and install other material	<b>S C</b> Commission appeal. <b>N</b> HDLC Staff review.
<b>METAL ROOFING COLOR</b>	
Metal roof colors in New Orleans tend to be natural metal or natural copper, or if a painted finish is desired, colors that are similar to metal, such as silver to grey or muted green. In the region, red metal roofs are more commonly found in agricultural settings and are generally not appropriate within the City. The HDLC Staff provides final approval for metal roofing colors.	



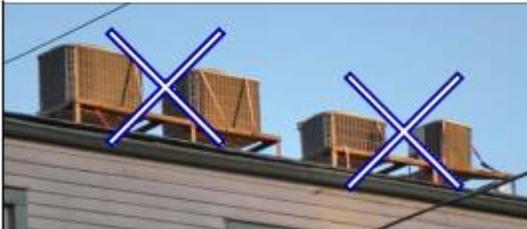
Move **C** & **N** down, HDLC Staff

## Section 5, Page 9

Summary: Change language to allow the staff more discretion to allow visible, but not obtrusive mechanical equipment.

Property owners of sloped roof buildings are encouraged to locate rooftop equipment and penetrations a minimum of 10'-0" back from the front building wall, and 12" below the roof ridge where they are visually minimized.

**The installation of rooftop mechanical equipment, such as air conditioner compressor units, mobile telecommunications equipment or similar equipment, is not permitted where they are highly visible from the public right of way.**



*Rooftop mechanical equipment should not be visible from the street.*

Change text to: Rooftop equipment should not be installed in a visually obtrusive manner.

## Section 5, page 10

Summary: Provide language encouraging black on black panels located as far back from the front building wall as possible.

**Solar collectors** provide a renewable energy source. The City of New Orleans encourages solar collectors for space heating, hot water and electricity. However in Historic Districts, property owners are encouraged to locate solar collectors where they are minimally visible or hidden from public view. **Solar collectors shall be located a minimum of 10'-0" back from the front building wall, and 12" below the roof ridge.** On Significant buildings and corner properties, it might be more appropriate to locate solar collectors on the ground in the rear yard.

When visible, the HDLC recommends using products and installation methods that allow the panels to blend into their surroundings. Examples include the use of black panels on black mounts, rectangular array configurations and thin film panels installed on standing seam metal roofs.

**Section 5, Page 12**

Summary: Allow staff to approve the replacement of ½ round gutters with k-style gutters.

Gutter and Downspout Review	
<p>Replace gutters in kind; or install k-style or half-round gutters where they do not exist</p> <p><b>S C N</b> HDLC Staff review.</p>	
<p>Install K-style gutters or gutters with built-in leaf and debris covers</p> <p><b>S C</b> Commission appeal.</p> <p><b>N</b> HDLC Staff review.</p>	<p>← Move <b>C</b> down.</p>

**Section 8, Page 9**

Summary: Allow the replacement of wood windows at SIDE AND REAR ELEVATIONS ONLY with replacement windows, provided they meet the following criteria: (Dominique to provide language)

**WINDOW REPLACEMENT GUIDE**

**THE HDLC REQUIRES:**

- Matching the original size, shape, configuration, type, operation, materials, muntin pattern, dimensions, profiles and detailing to the greatest extent possible with a salvaged or new replacement window
- Installing clear glass at all openings unless replacing historic colored, beveled or frosted glass in-kind

**THE HDLC RECOMMENDS:**

- Installing replacement windows in less visible areas
- Installing quality wood replacement windows
- Reusing serviceable trim, hardware or components or using salvaged materials

**THE HDLC DOES NOT PERMIT:**

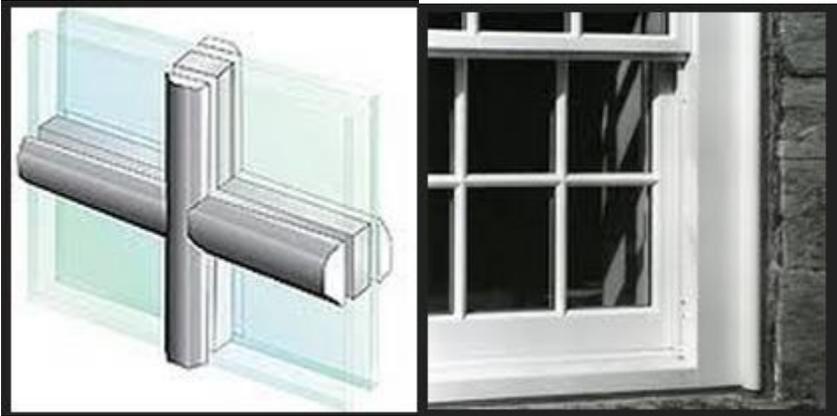
- Replacing a window component or unit if repair and maintenance will improve its performance and preserve historic elements
- Decreasing window size or shape with in-fill to allow for installation of stock unit size
- Installing an inappropriate window type, such as a casement in a former double-hung window location
- Increasing window sizes or altering the shape to allow for picture or bay windows

Replacement Window Review	
<p><i>Dimensioned drawings of proposed windows including all details and finish of vinyl and aluminum must be submitted and approved by the HDLC Staff prior to any installation</i></p>	
<p>Install historically appropriate wood windows</p> <p><b>S C N</b> HDLC Staff review.</p>	
<p>Replace existing wood windows with vinyl or aluminum windows; or modify or install new non-historic window opening</p> <p><b>S C</b> Commission appeal.</p> <p><b>N</b> HDLC Staff review.</p>	
<p><b>KEEP IN MIND...</b></p> <ul style="list-style-type: none"> <li>• Carefully review various grades of windows offered by manufacturers</li> <li>• Utilize quality materials throughout the installation process</li> <li>• Determine pricing, availability, and installation cost for replacement glazing</li> <li>• Install weather stripping and caulk appropriate to the installation (Refer to <i>Page 08-18</i>)</li> <li>• Understand the limits of the warranties for all components and associated labor for replacement</li> <li>• Select reputable manufacturers and installers who are likely to remain in business and respond if there is a future problem</li> </ul>	

← Installation of simulated divided light windows with profiled exterior muntins, interior muntins and internal muntins that have sash sizes and profiles that match traditional wood windows

**S C N** Commission appeal.  
HDLC Staff review.

Appropriate:



Inappropriate:



**Section 8, Page 15**

Summary: Allow the staff to allow wood, paneled shutters as an alternative to louvered shutters for 19<sup>th</sup> and early 20<sup>th</sup> century buildings, where appropriate.

Shutter Review	
Remove existing historic shutters	
<b>S C</b>	Commission appeal.
<b>N</b>	HDLC Staff review.
Install operable wood shutters; appropriately sized to opening; appropriate to building style with period appropriate hardware	
<b>S C N</b>	HDLC Staff review.
Install other shutters or shutter hardware	
<b>S</b>	Commission appeal.
<b>C N</b>	HDLC Staff review.



No change in text. Revision of internal policy.

**Section 9, Page 3**

Summary: Include a photo of a stoop retrofitted with a simple, metal handrail that meets insurance and building code requirements.

**STOOPS**

Steps that lead directly to the entrance without a landing or porch are known as stoops. They can be wood, brick or concrete. Drainage holes are recommended at the base of stoops and steps, particularly wood, to allow drainage and ventilation.

**RETAINING HISTORIC STOOPS OR STEPS**  
At double residences converted to single family homes, such as shotguns, the HDLC requires that both sets of stoops or stairs be retained.



Install substitute photo



## Section 9, Page 10

Summary: Include specific language prohibiting the installation of ceiling fans underneath balconies, canopies or galleries over ground level sidewalks.

### CEILING FANS

Ceiling fans should be as simple as possible, with a style that complements the building. They should be limited in number, evenly spaced, typically centered on bays and mounted on short poles.

**The installation of ceiling fans with integral lighting is not permitted.**

← The installation of ceiling fans underneath balconies, canopies or galleries over ground level sidewalks is prohibited

## Section 10, Page 5

Summary: Rework text to ensure clarity regarding aluminum and hollow tube fencing

FENCE, WALL AND GATE GUIDE	
<p><b>THE HDLC REQUIRES:</b></p> <ul style="list-style-type: none"><li>Staff review and approval of all details and materials for compliance with HDLC standards</li></ul> <p><b>Front Yards and along Streets or Sidewalks</b></p> <p><b>THE HDLC REQUIRES:</b></p> <ul style="list-style-type: none"><li>Fences, walls and gates that are historically consistent in style with type and style of main building</li><li>Appropriately scaled pickets for wood picket fence, typically pine, cedar or redwood</li><li>Metal fencing can be either wrought or cast iron, or an alternate material, such as aluminum, typically with a matte black painted finish</li><li>Metal pickets to be punched through horizontal rails and not welded to the face of rails</li><li>A smooth transition between lower and higher adjoining fences</li><li>Walls or chain walls that are limited to 18" in height with a brick or stucco finish that is approved by HDLC Staff with regard to color, type, texture and pattern</li></ul> <p><b>THE HDLC RECOMMENDS:</b></p> <ul style="list-style-type: none"><li>Locating all pickets of boards on the outside of the posts facing neighbors or public right of way</li><li>A painted wood finish or stained finish to appear as painted finish (<i>Paint, stain or preservative treatment helps protect the wood, making the fence or gate last longer</i>)</li><li>Simple detailing of metal fences</li><li>New fences, walls and gates that are consistent in height and front property line setback as the heights</li></ul>	<p><b>THE HDLC DISCOURAGES:</b></p> <ul style="list-style-type: none"><li>Elaborate ornamental detailing for metal fences except at high-style homes</li><li>Fencing taller than 5'-0" when located between the street and main building façade</li><li>The removal of existing historically appropriate historic fences that are in good condition – Applications will be reviewed on a case by case basis</li></ul> <p><b>THE HDLC DOES NOT PERMIT:</b></p> <ul style="list-style-type: none"><li>Vinyl or synthetic fencing or gates</li><li>Chain-link fencing</li><li>Lattice fencing</li><li>Hollow tube metal fencing</li><li>Stockade fences of the type used in western forts, with wide boards cut to a point at the top except</li><li>Barbed wire, concertina wire, razor ribbon wire and other similar security devices</li><li>Solid wood fencing or walls in front yard of a Significant or Contributing building</li><li>Exposed concrete block walls or piers</li><li>Wood fencing at the front yard of properties in the St. Charles Avenue Historic District</li><li>Fencing located on porches, stoops or stairs</li></ul> <p><b>Side Yards or Alleyways</b></p> <p>All fences, walls and gates which are approvable in front yards are also approvable in side yards.</p> <p><b>THE HDLC RECOMMENDS:</b></p> <ul style="list-style-type: none"><li>Wood fences, typically pine, cedar or redwood, with a wood cap (<i>The cap will help the fence last longer</i>)</li></ul> <p><b>THE HDLC DOES NOT PERMIT:</b></p> <ul style="list-style-type: none"><li>Solid wood fencing that is closer to the front property line than the main building street façade</li><li>A masonry wall taller than 18" that is closer to the front property line than the main building façade</li></ul>

← Remove text: "such as aluminum"

**Section 10, Page 7**

Summary: Remove language encouraging the use gravel and crushed aggregate as it is not allowed by the current Comprehensive Zoning Ordinance because the aggregate can drift and clog the storm drainage system.

**PAVING GUIDE**

The HDLC has jurisdiction over all paving on private property.

**THE HDLC REQUIRES:**

- Detailed, dimensioned site plans indicating the size and location of all proposed paving changes

**THE HDLC RECOMMENDS:**

- Retention, repair and maintenance of historic paving materials
- Minimizing the amount of paving on a site
- Installing more permeable small scale paving materials, such as gravel or exposed aggregate paving instead of poured concrete or asphalt
- Simple, steel-troweled concrete finish – design and color of stamped concrete is subject to HDLC review
- Narrow parking strips instead of driveways or parking pads
- Patios instead of raised decks

**THE HDLC DISCOURAGES:**

- Removal of historic paving materials

**THE HDLC DOES NOT PERMIT:**

- Parking areas in the front yards of residences
- Asphalt at walkways

← Remove word "gravel"

**Section 11, Page 11**

Summary: Allow staff to review and approve new and modified storefront designs for Contributing rated buildings at the staff level.

<b>Storefront Review</b>	
<p><b>Repair or restore storefront with appropriate documentation</b></p> <p><b>S C N</b> HDLC Staff review.</p>	
<p><b>Install new appropriate storefront or modify existing storefront</b></p> <p><b>S C</b> Commission review.</p> <p><b>N</b> Architectural Review Committee.</p>	
<p><b>Install inappropriate storefront</b></p> <p><b>S C N</b> Commission appeal.</p>	

← Move **C** down.

## Section 11, Page 16

Summary: Add specific language prohibiting LED readerboards or digital signage.

### **THE HDLC DOES NOT PERMIT:**

- Removing, damaging, altering or encasing of historic architectural building features to allow for the installation of signage
- Exposed conduit, junction boxes and raceways for channel letters or sign lighting
- Obscuring distinctive architectural elements and features with signage
- Temporary signs or banners for more than 90 days
- Inappropriate signage for the type or style of building
- Signage installed in an inappropriate location
- New billboards
- New internally illuminated box signs



Add: LED readerboards or digital signage.

## Section 11, Page 20

Summary: Include specific language prohibiting the installation of ceiling fans underneath balconies, canopies or galleries over ground floor sidewalks.

### **CEILING FANS**

Ceiling fans should be as simple as possible, with a style that complements the building. They should be limited in number, evenly spaced, typically centered on bays and mounted on short poles.

**The installation of ceiling fans with integral lighting is not permitted.**



The installation of ceiling fans underneath balconies, canopies or galleries over ground floor sidewalks is prohibited

**Section 11, Page 20**

Summary: Add language regarding the visually distracting nature and negative impact of television screens, security cameras, speakers.

**LIGHTING**

The type and placement of lighting plays an important role in maintaining the authentic historic character of a building. However, historic lighting is often considered inadequate for modern uses. Therefore, when modifying or installing lighting, there must be a balance between providing sufficient lighting to create a secure feeling and fitting within a neighborhood context. All lighting should be installed in a manner that only illuminates the building, walkway surfaces and parking areas, without spillover onto adjacent properties or into the night sky. In addition the color and quality of the proposed light should mimic the soft, warm tone of incandescent lamps. **Exposed conduit, wiring or junction boxes are not permitted.**

When possible, the HDLC encourages the use of original lighting adapted for contemporary use, such as increasing brightness with new or additional bulbs. **Fluorescent tube lighting and flood lights are not permitted at street elevations.** Where the building no longer has original exterior lights or never had them, the HDLC encourages the development of a lighting design that includes fixtures which are compatible in age, style and scale to the building or which are unobtrusive and not suggestive of a style or age. In addition, the HDLC requires that lighting be maintained and burned-out bulbs be replaced.

**LIGHTING TYPES**

**Decorative Lighting** is typically ornamental and it represents the only type of lighting that should be highly visible at a façade. Types of decorative lighting in New Orleans include gas lamps, marquees, neon and seasonal lighting. Since the visual appearance of the fixture is highlighted, its style should be compatible with the building. In most instances, the number of decorative lights should be limited, and located at the primary entrance. They should be installed in a manner to minimize damage to historic building fabric and evenly spaced on a post or around an element such as a door. They should be of a material and scaled appropriately for the proposed location. Some faux historic materials, such as varnished, polished brass, are not appropriate. In addition, any traditionally temporary lights such as seasonal Christmas lights, or decorative light displays that are installed for more than 90 days are subject to HDLC review and approval.

**CEILING FANS**  
Ceiling fans should be as simple as possible and with a style that complements the building. They should be limited in number, evenly spaced and mounted on short poles. **The installation of exterior ceiling fans with integral lighting is not permitted.**



*The decorative gas lamps are centered on the granite piers and appropriately scaled and designed for the Greek Revival building.*

**Ambient Lighting** provides a wash of general illumination of the storefront and sidewalk area, and in some cases, up-lighting of a building's façade. Since the emphasis of ambient lighting is the illumination rather than the fixture, all ambient lights should be small, unobtrusive and installed as discreetly as possible. An example would be to install recessed lighting under a gallery. Applicants are encouraged to provide a number and type of fixture that will allow an even wash of light across the area being illuminated without hot spots or shadowed areas.

**Security Lighting** should be located as discreetly as possible, preferably on rear or non-street elevations. The number of security lights should be limited, and they should be activated by motion sensors whenever possible.

**Freestanding Lighting**, such as parking lot lights, should be designed and installed in such a way as to minimize visibility of the fixture during daylight hours and to provide a uniform lighting pattern. **The HDLC does not permit freestanding lights that exceed 25 feet in height above the adjacent ground level. All freestanding lighting must be installed on poles designed for that purpose.**

Lighting and Ceiling Fan Review	
<b>Remove historic lighting</b>	
<b>S C</b>	Commission review.
<b>N</b>	HDLC Staff review.
<b>Install new appropriate lighting or ceiling fan</b>	
<b>S C N</b>	HDLC Staff review.
<b>Install new inappropriate lighting, ceiling fan, security camera, speaker, television screen</b>	
<b>S C</b>	Commission appeal.
<b>N</b>	HDLC Staff review.



**Add paragraph:**

**Television screens** can be visually distracting, detracting from the aesthetic quality of the structure and neighborhood. The HDLC does not allow the installation of exterior, mounted, television screens.

**Section 11, Page 21**

Summary: Change language to allow the staff more discretion to allow visible, but not obtrusive mechanical equipment.



*Rooftop mechanical equipment should not be visible from the street.*



Change text to: Mechanical equipment should not be installed in a visually obtrusive manner.