Historical Resources Board
Design Assistance Subcommittee

Informational Handout

The City of San Diego Historical Resources Board's Design Assistance Subcommittee (DAS) is comprised largely of Boardmembers with professional design experience, including architecture, landscape architecture and design. The purpose of the Subcommittee is to provide assistance to owners of historically designated properties in the design of projects impacting designated historical resources; and to advise property owners and HRB staff on a project's consistency with the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties. The four treatment Standards, Rehabilitation, Restoration, Reconstruction and Preservation, are included in this handout. Any project proposing alteration of a designated historical resource should be designed in accordance with these Standards, based upon the objectives of the project.

If the owner of a designated historical resource is proposing to restore or rehabilitate their property to facilitate continued use and preservation of the resource, the project may be brought before the DAS for review and comment at the request of the property owner or at the direction of staff. The DAS meets on the first Wednesday of every month from 4:00pm to 6:00pm, with the exception of scheduled City holidays. The DAS may review and comment on a project at any stage of project development (conceptual, design or construction documents). However, staff highly recommends that the applicant consult with staff and/or DAS early in the development of the project to discuss appropriate treatment of the designated resource before significant investment is made in the initial design.

To ensure that the Subcommittee has sufficient information before them to review the proposed project thoroughly and efficiently, and to reduce unnecessary processing delays, staff screens all requests for project review and requires standard information and exhibits based upon the stage of the project.

In order to schedule your project for review by the DAS, a Project Design Assistance Request Form and required attachments must be submitted to HRB staff no later than two weeks prior to the requested hearing date. Staff will review the application and attachments and determine: 1) if the project needs to be reviewed by DAS or if staff review is sufficient; 2) if the attachments are sufficient for DAS review and comment; and 3) if any modifications should be made to the project scope prior to DAS review. The Form must be completed every time a project is brought before the DAS. If a project is returning to the Subcommittee for additional review, the Request Form must address how previous DAS comments were incorporated into the project design.

If staff determines that the project is ready for review by the Subcommittee, the item will be docketed at the first available DAS meeting. Please note that the DAS agendas fill quickly. You are encouraged to submit your request early; however, you should not request a meeting date unless you are prepared to provide all required materials as specified. The agenda will be finalized one week prior to the meeting date, at which time you will receive a copy of the agenda and a confirmation letter detailing the meeting format as well as exhibits and materials which must be provided by the applicant at the meeting.

The Historical Resources Board and the Design Assistance Subcommittee appreciate your commitment to the preservation of San Diego's historic resources. Please feel free to contact staff member Jodie Brown at JDBrown@sandiego.gov or at 619-533-6300 if you have any questions regarding the DAS, its procedures or project review.

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Design Assistance Subcommittee

2015 Meeting Dates

The Design Assistance Subcommittee meets the first Wednesday of the month beginning at 4:00pm, with the exception of scheduled City Holidays. Meetings are held at 1222 First Avenue, San Diego CA 92101 on the 5th floor in Conference Room C.

Please note that the DAS agendas fill quickly. Requests submitted close to or at the deadline may not be able to be accommodated until the following DAS meeting. You are encouraged to submit your request early; however, you should not request a meeting date unless you are prepared to provide all required materials as specified. Meeting dates for 2015 and the associated deadline for submittal of Project Design Assistance Request Forms are as follows:

DAS MEETING DATE	PROJECT DESIGN ASSISTANCE REQUEST DUE
Wednesday, January 7th	Wednesday, December 24, 2014
Wednesday, February 4th	Wednesday, January 21st
Wednesday, March 4th	Wednesday, February 18th
Wednesday, April 1st	Wednesday, March 18th
Wednesday, May 6th	Wednesday, April 22nd
Wednesday, June 3rd	Wednesday, May 20th
Wednesday, July 1st	Wednesday, June 17th
Wednesday, August 5th	Wednesday, July 22nd
Wednesday, September 2nd	Wednesday, August 19th
Wednesday, October 7th	Wednesday, September 23rd
Wednesday, November 4th	Wednesday, October 21st
Wednesday, December 2nd	Wednesday, November 18th
Wednesday, January 6, 2016	Monday, December 21st

U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties:

Rehabilitation Standards

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. It acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.

Rehabilitation is used as a treatment when repair and replacement of deteriorated features are necessary, and when alterations or additions to the property are planned for a new or continued use.

Ten Standards:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties:

Restoration Standards

Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

Restoration is used as a treatment when the property's design, architectural, or historical significance during a particular period of time outweighs the potential loss of extant materials, features, spaces, and finishes that characterize other historical periods; when there is substantial physical and documentary evidence for the work; and when contemporary alterations and additions are not planned. Prior to undertaking work, a particular period of time, i.e., the restoration period, should be selected and justified, and a documentation plan for Restoration developed.

Ten Standards:

1. A property will be used as it was historically or be given a new use which reflects the property's restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.
7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
10. Designs that were never executed historically will not be constructed.

U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties:

<u>Preservation</u> Standards

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Preservation focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.

Preservation is used as a treatment when the property's distinctive materials, features, and spaces are essentially intact and thus convey the historic significance without extensive repair or replacement; when depiction at a particular period of time is not appropriate; and when a continuing or new use does not require additions or extensive alterations.

Eight Standards:

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties:
Reconstruction Standards

Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location. Reconstruction re-creates vanished or non-surviving portions of a property for interpretive purposes.

Reconstruction is used as a treatment when a contemporary depiction is required to understand and interpret a property's historic value (including the re-creation of missing components in a historic district or site); when no other property with the same associative value has survived; and when sufficient historical documentation exists to ensure an accurate reproduction

Six Standards:

1. Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property.
2. Reconstruction of a landscape, building, structure, or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
3. Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
5. A reconstruction will be clearly identified as a contemporary re-creation.
6. Designs that were never executed historically will not be constructed.