

## 2. GUIDELINES FOR MODIFICATIONS TO OR DEMOLITION OF EXISTING BUILDINGS [2022-056-0923 notes completed 07-18](#)

### a. General Information

The general approach to regulating alterations to existing buildings is to ensure that the historical and architectural integrity of the building and the District is not diminished. This means that the proposed alterations should not result in the building or structure being less like its original design during its era of [construction significance](#). For “~~contributing~~ [Contributing](#) buildings”, which have the preponderance of their architectural elements and qualities intact, alterations should be minimal and to the extent possible, replicate the original structure. ~~For “supporting buildings” that have been altered but retain some of their historic characteristics, new alterations should not remove, cover, or alter these historic features that remain.~~ For buildings that are ~~not~~ [neither contributing](#) [Contributing](#) or [supporting](#), the alterations should not detract from the historic qualities of ~~contributing~~ [Contributing](#) or ~~historic~~ buildings on the same block front [or from the District](#).

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**b. Building Materials.**

Rationale, Context, and Intent

The most common façade facing materials are brick masonry and cut or rusticated sandstone, with limited use of terra cotta and tile. Wooden window sash, ornamental sheet metal, carved stone and wooden or cast-iron storefronts are also typically used throughout the District. The relatively restricted palette of materials and consistency from building to building ~~that~~ contributes greatly to both the historic and urban design assets of the District.

Guidelines for ~~contributing~~Contributing and supporting buildings

- i. Original materials shall be maintained and repaired, or when repair is not possible, replaced in-kind.
- ii. Where the original building materials are missing new materials that are accurate replacement based on historical, pictorial, and physical documentation are may be acceptable. Where such replacement is not feasible a new compatible material may be proposed.
- iii. Alternative new materials that assure durability such as extended warranties, independent testing, or certification and/or successful long-term use in similar conditions, may be considered as replacements for damaged, deteriorated, or missing building elements when they are compatible with the size, scale, profile, texture, sheen, reflectivity, and color of the building's original elements. The Board may also consider the visibility of the location of the material being used. Faux materials s that imitates other materials are generally not appropriate, except where the Board determines that a contemporary material is necessary to accurately replace the visual qualities of an element of an existing building.
- iv. The Board may allow exceptions in unusual situations where a new material is in keeping with the building's original character and the original material is not available or is not allowed for requirements such as fire and seismic safety.
- v. All materials shall be as approved by the Board. Applicants must submit exterior building material samples for any new materials other than what is existing.



*Figure xxx. Some buildings feature cast iron elements.*

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### c. Storefronts

#### Rationale, Context, and Intent

Commercial storefronts are important to the overall character of a building. From a pedestrian's point of view, they are the most proximate and noticeable of a building façade's features. Their functional and decorative features contribute to the pedestrian character of street level facades in the Pioneer Square Preservation District as well as play a crucial role in advertising the businesses' merchandise. The ground floors are District's storefronts typically with feature large display windows, transom windows and center recessed entry doors framed within a bay by columns on the sides, a bulkhead/base/kickplate generally 18 – 30 inches tall and topped with a cornice, r-cornice or frieze. Contributing Contributing and historic buildings typically feature a variety of framing details and materials including simple to complex wood moldings and cast-iron columns. There are often decorative masonry details, sculptural details, and decorative glass. Most contributing Contributing and supporting buildings also feature prominent entrances. Some, but not all are recessed. Most are accentuated by ornamental or sculptural elements, entry signs, entry lighting and/or special materials. On some north/south streets entries occur along the block front frequently; sometimes approximately every 30 feet. Corner entries are also typical and sometimes decoratively embellished.



Figure xxx. Attractive, historically appropriate storefronts are a signature characteristic of Pioneer Square.

#### Guidelines for contributing Contributing and historic buildings.

Unless the Board determines that there is a compelling reason to the contrary, original storefronts shall be retained to the extent possible. Where the original storefront is missing, a new storefront that is an accurate restoration using historical, pictorial, and physical documentation is the preferred option. If such information is not available, ~~f~~ a new design that is compatible with the size, scale, material, details, window size and type, and colors of the original building may be acceptable if approved by the Board. ~~→~~ The size of the opening for the original storefront shall remain the same. Any alterations to the original, if allowed, must be

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reversible. Clear glass should be used at the storefront except where there originally was colored or decorative glass in the transom.



Figure xxx. Example of an appropriate storefront that has been replaced

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#### d. Transparency

##### Rationale, Context, and Intent

Transparency, Transparency, that is the clear window area that allows visibility between inside and outside the building, improves security by providing “eyes on the street” and creates a friendlier, more interesting pedestrian environment.

##### Guidelines

- i. For all existing buildings, windows at street level shall permit visibility into the business, and visibility shall not be obscured by tinting, frosting, etching, window coverings including but not limited to window film, draperies, shades, ~~or~~ screens, extensive signage, or other means. (8/93, 7/99, 7/03)
- ii. Window darkening and/or reflective film in ground or upper floor windows on street facing building facades is not permitted except as required by the energy code, and then only if the Board finds that there is no other way (including other energy saving measures not related to window construction) to meet those requirements. In such cases, material samples shall be provided to the Board (8/93, 7/99, 7/03)
- iii. Transparency ~~must~~ not be blocked by walls or other division of spaces within 15 feet of the storefront windows.
- iv. Alterations to non-~~contributing~~ ~~forming and non-supporting~~ buildings shall not diminish the amount of ground floor window area.
- v. See also guidelines for Section 4. Signs regarding requirements for window signs.

#### e. Windows

##### Rationale, Context, and Intent

Windows are prominent features of a building’s architecture and contribute to a building’s sense of massing, proportion, and rhythm. The size and shape of windows, depth and width of frames, materials and color and type of glazing, dramatically affect a building’s appearance.

In the Pioneer Square Preservation District there are a wide variety of historic window types such as single hung, double hung, fixed, awning, pivot, and casement windows. Most historic windows in Pioneer Square are wood, but metal windows also exist.

Historically, the need for air and light greatly influenced the placement of windows and ~~the~~ overall building form. This strategy is compatible with sustainability ideals. Not only will retaining the historic windows retain the character of the building but can increase energy efficiency at a substantially lower cost than wholesale window replacement. (See <http://www.preservationnation.org/information-center/sustainable-communities/sustainability/green-lab/saving-windows-saving-money/> ).

Historic windows can be made even more energy efficient by:

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- Maintaining windows in good repair; patching, re-painting, installing new glazing putty weather stripping, and keeping the hardware in working order,
- Installing internal thermal shades
- Installing undetectable Low-E coatings
- Adding interior storm windows,
- When the depth of the sash can accommodate it, adding a second layer of glazing.

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Guidelines (See also c. Storefronts and d. Transparency, above)

- Retention of existing windows: Unless the Board determines window, alternations are necessary for maintaining a building, physical integrity and weather proofing, windows of ~~contributing~~**Contributing and supporting** buildings must be retained in their original location, maintaining size, profile, and materials. Alterations to windows or adding new windows in a manner which noticeably changes their visual appearance shall are not permitted except as noted below.



*Figure xxx/ Pioneer Square buildings often feature unusual decorative windows that should be retained.*

- Window maintenance. The Board may require that a proposal for façade or exterior repair include routine window maintenance as described in Class I activities in the National Park Service Preservation brief #9: The Repair of Historic Wooden Windows.
- Window repair: If the Board finds that repair to the windows of ~~contributing~~**Contributing** or historic buildings is necessary for maintaining a sound and weatherproof building envelope, adhere to the following in accordance the National Park Service Preservation ~~b~~**B**rief #9 The Repair of Historic Wooden Windows Class II Stabilization :
  - Repair wood windows by patching, splicing, consolidating, and reinforcing existing materials. - Deteriorated wood sills can be repaired using compatible epoxy consolidants and wood fillers. Repairs may include in-kind replacement of parts that are extensively deteriorated or are missing. Damage to one component of a historic window does not require the removal of the entire window. Most millwork firms can duplicate parts for window repairs.
  - When an element of a window is missing use physical, photographic or historical evidence to reconstruct missing window elements.

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- For more information about repairing windows see:
  - <http://www.nps.gov/tps/standards/rehabilitation/rehab/windows01.htm>
  - <http://www.nps.gov/history/hps/tps/briefs/brief09.htm>
  - <http://www.nps.gov/history/hps/tps/briefs/brief13.htm>
  - <http://www.nps.gov/tps/how-to-preserve/tech-notes.htm>
  - <http://www.nps.gov/tps/standards/applying-rehabilitation.htm>

iv. Window replacement: After a thorough inventory and assessment of all windows proposed for replacement, if the Board finds that the windows have deteriorated beyond repair, or that the existing windows are not original, replacement windows may be considered. Window replacement to ~~contributing~~Contributing and historic buildings shall meet the following criteria and the provisions of National Park Service Preservation brief #9 The Repair of Historic Wooden Windows: Class III Splices and Parts Replacement:



**Alaska Building:**  
Windows were repaired and retrofitted with double-pane glass. A successful application.

**Bread of Life Mission:** Windows were replaced in-kind with new wood windows. A Successful outcome.

**Lowman Building:** much earlier window replacement with non-traditional windows. This would not be permitted today.

**Merrill Place:** Non-original storefront windows were replaced with Windows that open. A Permitted change.

*Figure xxx. Examples of window repair and replacement*

- Before considering replacement of windows as an energy efficiency strategy, the window performance must be evaluated in context of a broader energy audit and improvement strategy. The applicant must demonstrate that other energy saving measures have been evaluated and found to be less effective than window replacement.
- Replacement windows shall match the historic windows in size, type, configuration, material, form, appearance, detail, and type of operation.
- Generally wood windows will be required. In some cases, aluminum clad wood windows may be allowed. Vinyl windows are not compatible with the appearance of wood windows and will not be allowed as replacement windows.
- While simulated divided light muntins are allowed, Snap-on muntins in lieu of true divided lights are not acceptable.

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- When windows are missing or have been replaced, use physical, photographic, or historical evidence to reconstruct missing windows. When evidence of the original windows does not exist using a common style compatible with the architecture of the building is acceptable.
  - Clear insulated glass and undetectable Low-E coatings may generally be incorporated into the window design
- iv. **New window elements:** When the Board determines that altering windows is necessary to accommodate elements such as louvers, non-street facing facades are the preferred location for such alterations. When a window must be altered to accommodate a louver or vent it should be done in such a way that the window can be repaired such as removing the sash and glazing for storage or maintaining the sash in place and replacing the glazing. When the louver cannot be installed on a secondary façade (that is, a façade that does not face a public street. Secondary facades often face alleys), it should be installed in a location with the next least impact.
  - v. **Infilling Windows:** When the Board determines that windows must be infilled for functional or structural reasons, the fill shall be inset so that it is visually apparent that there was formerly a historic opening.
  - vi. **Finishes.** Whatever materials used to restore or replace windows, the windows' finish shall be matt (not glossy or shiny) and resemble the finish of traditional painted windows. The applicant shall furnish samples of window materials and finishes to the Board

**f. Building Orientation**

**Rationale, Context, and Intent**

The primary entrance, majority of the storefronts and most significant architectural features should remain as intended in the original building design.

**Guidelines for contributing and supporting buildings**

- i. The orientation of the building shall remain unless the Board finds that there is a compelling reason to the contrary. Where documentary, physical, or pictorial evidence indicates that the orientation of a building has been altered, restoring the orientation may be appropriate. The Board may consider new entries for access and safety if the original building entry(s) remain as the primary point of access.
- ii. **Special consideration for buildings facing Alaskan Way:** Originally, most buildings facing Alaskan Way between Yesler Way and Jackson Street were oriented towards Alaskan Way. Over time the existence of the Alaskan Way Viaduct redirected orientation on some buildings to the side streets. Restoring the orientation, including entries and storefronts, as documentary, physical, or pictorial evidence indicates is appropriate. The use of existing loading doors or filled in openings may be appropriate locations for alterations for new compatible storefronts or entries. Removing original building elements and materials for new openings is discouraged. When new entrances or storefronts are allowed, they should be distinguishable as an alteration, they should respond to the historic use and architecture of the building. The historic primary façade

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should still read as the primary façade. This guideline applies to all [existing](#) buildings facing Alaskan Way.



*Figure xxx. The Alaskan Way facade of this building has been altered in an appropriate manner to accommodate new uses.*

### g. Building Elements and Details

#### Rationale, Context, and Intent

[Existing](#) Building elements such as cornices, bay windows, articulated corners - and building details such as decorative window frames, mosaic or brick wall patterns, sculptural elements, brackets, and friezes vary widely from very plain and functional to elaborate. Styles vary as well, from eclectic gothic and classical to Sullivanesque and early 20<sup>th</sup> century. This variety adds to the richness and visual interest that distinguish the [De](#)istrict.

#### Guidelines

- i. Building elements on [contributing](#) ~~Contributing~~ and [historic](#) buildings, such as bases, caps, windows, doors, cornices, details, ornamentation, and other features, as well as the size and texture of primary wall materials that provide scale shall be maintained unless the Board determines such retention or replacement in kind is not possible. If any building elements or details are to be removed, those elements must be described to the board with graphics showing existing and proposed conditions.

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*Figure xxx. A few examples of the Pioneer Square's architectural richness.*

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ii. Some architectural elements and details reflect important historical or cultural activities and merit special consideration. See Figure XXX below.



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iii.

Figure xxx. The above building elements and details reflect important historical and cultural activities in the District. The balcony (left) reflects the Asian community that once resided in the district and the hotel sign (right) is a remnant from when the District was a haven for workers travelling through Seattle to their workplaces in the forests, fields, shipyards, or the sea.

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## h. Building Mounted Lighting

### Rationale, Context, and Intent

Building mounted lighting serves several functions such as illuminating a sign or storefront display, identifying an entry, marking a pedestrian path, offering security, or enhancing architectural features. Additionally, lighting fixtures themselves can be important building elements that affect a building's character and attractiveness.

Locations for exterior lighting are traditionally concentrated at building entrances either using a fixture that is centered on the entry vestibule or flanking both sides of the entry, ~~or g.~~ Cooseneck lights shining on a sign or building feature are also common and appropriate. ~~the sign band~~

The goal is to encourage installation of architectural compatible light fixtures that enhances pedestrian comfort and safety. Light fixtures should also complement the building's architecture in proportion, style, and material as well as its function.

### Guidelines for All Existing Buildings.

- i. Building lighting for all buildings shall enhance pedestrian comfort and safety and be mounted and oriented, to minimize glare and shadows. High contrast environments are counter-productive to security and should be avoided. Lighting fixtures should include cut off angles and be directed at the surface to be seen. Storefront display lighting is encouraged as it contributes to the soft illumination of the sidewalk as well as providing security and business advertising.
- ii. Fixtures should be mounted at an appropriate height to provide a sufficient level lighting for pedestrians. The use of exposed conduit is discouraged. When conduit cannot be installed in the building's interior it should be concealed or ~~as~~ inconspicuous as possible ~~route should be utilized~~ so as not to detract from the character of the building. Areas of exposed conduit should be painted to visually blend with adjacent materials.
- iii. Fixture attachments should be made to minimize damage to the building by locating penetrations in mortar joints and in wood, and by avoiding mounts on architectural features and building ornamentation.
- iv. When lighting is used to enhance architectural features, the lighting should be arranged in a way that emphasizes the architectural features but is still pedestrian orientated. Too much light on the face of the building can detract from architectural features or distort their appearance. ~~One to two foot~~ One-to-two-foot candles with even distribution is a generally appropriate range.
- v. Wall mounted fixtures on ~~contributing~~ Contributing and historic buildings shall be installed at locations that do not cover or conflict with architectural elements or details.
- vi. On building facades facing alleys, locate and orient lights at appropriate heights to improve public safety and encourage positive activities in the alleys. Locate, align, and shield lights to avoid light splash into residential units. The Board may require a project to include alley lighting in the proposed redevelopment of a building.

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- vii. For lighting of signage, see Seattle Municipal Code 23.66.160 Signs and Section 4: Signage.
- viii. Light quality: No colored lights are permitted except within signs as provided in Section 3. Strip lighting or other lighting shall not be used as decoration on a building.
- ix. All lights shall be rated between 3,500 and 3,000 Kelvin (natural white and soft light).
- x. Down lighting over all building entrances with a minimum light level of 1-foot candle on the pavement surface is required.



Figure xxx. Two examples of appropriate building mounted lighting. Note that it is particularly effective over building entrances.

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**i. Color**

Rationale, Context, and Intent

When choosing a paint color, one should consider the existing colors on the building, the architectural style of the building, the amount of architectural detail, the size of the building, and the type of materials being painted, and as the existing colors of adjacent buildings.

Building facades are primarily composed of varied tones of red brick masonry or gray sandstone. These common materials contribute to the District's visual continuity ~~of the District.~~

Painted color is typically applied to wooden window sashes, sheet metal ornamentation and wooden or cast-iron storefronts. (7/99) Storefront details, especially wood and metal elements, feature a variety of paint and material colors. Colors on ~~contributing~~ Contributing and supporting buildings are generally muted, except for sign lettering and graphics.

A broad range of compatible color schemes may be acceptable that incorporate the considerations noted in the guidelines

Guidelines

- i. For all existing buildings, the applicant must present to the Board a color scheme for the entire building illustrating all façade elements including the specific tones of unpainted stone, brick, or other unpainted materials, ornamentation, and awnings as well as painted surfaces. It is recommended that an applicant bring multiple color schemes for consideration by the ARC or the Board. →
- ii. A color scheme for an existing Contributing or Non-contributing building must generally adhere to the following:
  - Unfinished brick, stone, or concrete masonry unit surfaces may not be painted.
  - For painted elements that cover a large area or that are used for numerous building elements (E.g.: window frames, architectural friezes, etc.), employ muted tones such as blue-grey, brick red, dark or sage green, navy blue, yellow ochre, etc.
  - For special or smaller elements, a wide variety of colors may be acceptable.
  - Avoid single color schemes, such as all black windows and trim elements.

The Board shall determine the acceptability of a color scheme based on these guidelines and may base a decision on other considerations as well.

- iii. ~~iv.~~ Color may be used to convey a message about the type of business, or the type of the products sold. However, the Board may reject specific colors associated with corporate

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branding or identity if those colors dominate the building's façade or its storefront, or if they conflict with the historic qualities of the building's architecture. All colors shall be as approved by the Board. Applicants must submit color samples.

For more guidance on painting refer to [National Park Service Preservation Brief 10 Painting](#)



Figure xxx. Four examples of appropriate color palettes for Pioneer Square: Natural materials (brick and stone), complementary trim, and brighter colors reserved for accents and signs. Note the subtle but effective two-color scheme of the Jimmy John's/Evergreen storefronts.

#### j. Pedestrian Weather Protection - Awnings and Canopies

##### Rationale, Context, and Intent

Awnings and canopies are structures attached to buildings above storefront windows and entrances to provide weather protection. Awnings are light-weight structures constructed of metal framing with fabric or vinyl covering. Canopies are heavier, more permanent structures constructed of rigid materials such as metal or metal framing with glass. Awnings, canopies, and similar features are useful in providing pedestrian comfort and can add to a building's visual interest. Many ~~contributing~~[Contributing and supporting](#) buildings currently feature or have in the past featured awnings or canopies.

##### Guidelines

- i. Awnings shall be sloped, rather than the rounded "bubble" type. No writing may be placed on the sloping portion of the awning. Scalloped or cut-out valances are not acceptable. Return of valances on awnings shall be permitted.
- ii. Shiny, high-gloss awning materials are not permitted. Retractable awnings of a through color (meaning where the top side and underside of the awning are the same) are preferred. Awning colors shall be subdued to ensure compatibility with the character of the District.
- iii. Canopies that are compatible in design, scale, materials, color, details, and method of attachment with the building and that do not display a false historical appearance are permitted. For ~~contributing~~[Contributing and supporting](#) buildings, new canopies that

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feature design styles that were not typical during the period of the building's construction are not permitted. For example, canopies with single glass panels without metal frames are not typical on buildings constructed in the late 19<sup>th</sup> and early 20<sup>th</sup> centuries.



A traditional canopy.

An acceptable new canopy that retains some traditional characteristics such as a rigid metal frame.

A contemporary canopy that is unacceptable on an existing building.

Figure xxx. Examples of building canopies

- iv. Awnings and canopies covering more than one story are not allowed. Distinctive architectural features shall not be covered, nor shall installation damage the structure.
- v. Awnings and canopies must serve a functional purpose, and therefore shall project a minimum of five (5) feet horizontally.
- vi. Internally illuminated awnings or canopies are not permitted. Neon or other form of lighting is not allowed on awnings or canopies. Lighting of storefront and sidewalk surfaces from canopies is permitted, subject to approval by the Board.
- vii. Awnings and canopies that cover individual storefronts or businesses are preferred over those that cover a whole building front.

#### k. Fire Escapes

##### Rationale, Context, and Intent

Fire escapes are important character-defining features of numerous buildings in the District. They are particularly important in ~~contributing~~Contributing to the special character of the District's alleyscapes.

##### Guidelines

- i. Generally, removal of the ladders, stairs and landings may be allowed to address safety if the frame, railing, and stringers are retained. However, as a rule, fire escapes shall be retained. The Board will review proposals to remove or alter fire escapes on a case-by-case basis with special consideration given to safety objectives.

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Figure xxx. Fire escapes are part of Pioneer Square's history.

## L. Mechanical Systems

### Rationale, Context, and Intent

New mechanical equipment such as air conditioning units are often necessary to the proper use and functioning of a building, but such features can detract from the building's historic and visual qualities.

### Guidelines

- i. The preferred location for mechanical systems is in the building interior. In cases where locating systems in the interior is not possible, exterior mechanical systems equipment, including but not limited to air conditioning units, compressors, boilers, generators, ductwork, louvers, wiring and pipes, shall be installed on non-street facing building facades or roof tops. If installed on roof tops, see guideline M below.
- ii. Mechanical equipment shall be installed in such a manner that character-defining features of the building are not radically changed, damaged, obscured, or destroyed. Screening and/or painting of equipment may be required to diminish negative visual impacts; however, the Board may find that screening makes the building equipment more visibly intrusive. .

## m. Solar Panels and other roof-top features

### Rationale, Context, and Intent

Roof top equipment such as solar panels, water treatment facilities and air conditioning units may be necessary and beneficial in terms of energy use and general sustainability. However, they can detract from a building's historic and visual qualities. The guidelines below are intended to minimize these adverse effects.

Existing water towers contribute positively to the District's historic character and should be retained, if possible.

### Guidelines

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- i. New roof top equipment other than solar panels shall be setback from the street facing building edge so as not to be visible by pedestrians situated directly across the street from the building. This guideline applies to all existing buildings in the District.
- ii. The Board may require screening or painting of rooftop equipment to reduce visual impacts. However, the Board may find that screening makes the building equipment more visibly intrusive.
- iii. Per SMC23.66.140, solar panels are allowed on the roof tops up to 7 feet above the roof and must be set back 10 feet. For buildings that feature enclosed rooftop recreational spaces, solar panels can be up to 15 feet above the roof of the main structure provided they are located to minimize visibility from across the street from the front facade. Placement on rooftops is preferred but non-primary facade locations and other locations may be considered when the solar panels are installed in such a manner that character-defining features of the building are not radically changed, damaged, obscured, or destroyed.
- iv. Existing roof top water towers shall not be removed unless the Board determines that removal is necessary for safety and repair, or restoration is not possible.

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**n. Ghost Signs**

Rationale, Context, and Intent

Ghost signs are historical advertisements painted on the exterior of a building wall heralding an obsolete product, an outdated trademark, the name of a business previously located on a site, or the service or product offered by a prior building occupant. Ghost signs are an architectural feature of the buildings historical context and is vital to the buildings character and the character of the district. They are not considered signs, and do not count towards the calculations for allowed new signs.



Figure xxx. Ghost signs such as this are architectural elements.

Guidelines

- i. Ghost signs must not be covered, obscured, or removed unless the Board finds a compelling reason to the contrary, such as for necessary structural improvements/maintenance.

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**o. Security Bars and Gates**

Rationale, Context, and Intent

Pursuant to SMC 23.66.100, the Pioneer Square Preservation District was created, in part, because of its historic and architectural significance, and remarkable business environment. District goals include preserving, protecting, and enhancing the historic character of the area, and encouraging the development of street level pedestrian-oriented businesses that attract citizens and visitors to the neighborhood. Security bars and gates detract from this objective.



Figure xxx. Security bars and gates such as this detract from the area's pedestrian qualities and are prohibited.

Guidelines

- i. Installation of permanent metal security bars in storefront windows is prohibited. Simple permanent ornamental gates are permitted in street front entrances where the Board determines added security measures are necessary and the proposed gates are sufficiently unobtrusive. Retractable roll down and scissor type gates are permitted only in garage door openings and in alley locations that require high levels of security. (5/96)
- ii. Security gates must remain open during business hours.

**p. q. Demolition**

Rationale, Context, and Intent

SMC 23.66 clearly identifies the importance of retaining important building resources in the District.

- i. Guidelines Per SMC 23.66.115 demolition will only be considered if the Board determines that the building or structure has no architectural or historic significance. The Board will consider the ~~contributing~~Contributing or non-~~contributing~~Contributing status in the National Register in addition to a historic report which should include information such as: History of the structure, including significant historical events, persons and uses associated with the

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structure, owners, uses, architects, architectural evaluation, and changes to the structure affecting integrity, as well as photos from different periods. While the existing condition of the structure may be considered this will require a substantiated analysis. Per guideline “e” of this section (2), all buildings in the District are considered Contributing unless otherwise designated by the Director of Neighborhoods.

- ii. Deferring maintenance to make a structure qualify for demolition for the prospect of building new construction is not permitted.

### g. Additions and Penthouses

#### Rationale, Context, and Intent

Additional stories to existing buildings are discouraged because a new addition to an existing building has the potential to change its historic character as well as to damage and destroy significant historic materials and features of existing buildings, including its size, scale, and massing. However, additions do provide usable space and increased pedestrian and economic activity. The intent of these guidelines is to ensure that new additions do not detract from the historic character of an existing building or the visual qualities of a blockfront or the District. Of greatest concern are new additions to Contributing buildings, and guidelines for those proposed improvements are the most specific. Additions to Non-Contributing buildings, replacement of missing stories, and penthouses, while of concern, are less visible or have less potential to alter a buildings or the District’s character.

The Board will review applications for new additions, particularly additional stories and penthouses, with respect to these guidelines and *Preservation Brief 14 New Additions to Historic Building: Preservation Concerns*. <https://www.nps.gov/tps/how-to-preserve/briefs/14-exterior-additions.htm> and the *Secretary of Interior’s Standards for Reconstruction*. <http://www.nps.gov/tps/standards/four-treatments/treatment-reconstruction.htm> .

First published in 1986 and subsequently revised in 2010, *Preservation Brief 14 New Exterior Additions to Historic Buildings: Preservation Concerns* is one of a series of preservation guidance documents by the National Park Service aimed at supporting the successful preservation and rehabilitation of historic properties. The document provides valuable perspective on developing designs which preserve historic character and are compatible yet differentiated. Of specific relevance to Pioneer Square, is guidance relating to rooftop additions and new additions in densely built environments. This document is referenced throughout the design guidelines to support best historic preservation practices and compliance with the *Secretary of the Interior’s Standards for the Treatment of Historic Properties*.

**TEXT BOX SUMMARIZING BRIEF 14 – TOO BE UPDATED**

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Some of the primary recommendations presented in Preservation Brief 14 include:

- Both vertical and horizontal additions should be simple and unobtrusive in design and should be distinguished from the historic building—a recessed connector or “gasket” can help to differentiate the new from the old.
- A new addition should not be highly visible from the public right of way; a rear or other secondary elevation is usually the best location for a new addition.
- The construction materials and the color of the new addition should be harmonious with the historic building materials.
- The new addition should be smaller than the historic building—it should be subordinate in both size and design to the historic building.
- Rooftop additions should preserve the historic character of the building by persevering historic materials, features and form.

The same guidance should be applied when designing a compatible rooftop addition, plus the following:

- A rooftop addition is generally not appropriate for a one, two or three-story building—and often is not appropriate for taller buildings.
- A rooftop addition should be minimally visible.
- Generally, a rooftop addition must be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is freestanding or highly visible.
- Generally, a rooftop addition should not be more than one story in height.
- Generally, a rooftop addition is more likely to be compatible on a building that is adjacent to similarly sized or taller buildings.

For more information see: <https://www.nps.gov/tps/how-to-preserve/briefs/14-exterior-additions.htm>

## Guidelines

### i. Guidelines for penthouses on Contributing Buildings

For the purposes of this section “penthouses” shall mean a one-story structure located on top of a multi-story building and occupying only part of the larger building’s footprint. Single story penthouses permitted per SMC23.66.140 as rooftop additions on Contributing buildings. Compatible penthouse additions and rear or secondary façade additions which comply with Secretary of Interior’s Standards for

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Rehabilitation are outlined in the Preservation Brief 14. Penthouses must be set back from the street facing edge of the building so as not to be visible or to be minimally visible (as determined by the Board – See Guideline iv, below, for a definition of minimally visible.) from a public street or open space within 300 feet of the building. They must not adversely detract from the views of the blockfront from the adjacent street. The proposed penthouse must comply with SMC 23.66.140.C.3.f unless the Board determines that a modification to the setbacks is allowable per SMC23.66.140C.3.



*Figure xxx. A typical penthouse that is "minimally visible".*

ii. Guidelines for added stories and penthouses on Non-Contributing buildings

Additions permitted in SMC23.66.140 C. f and I for penthouses may be permitted. Other additions may be allowed based on compatibility with the building and the District as outlined in the Secretary of Interior's Standards for Rehabilitation and Preservation Brief 14. However, such additions will only be allowed if the Board determines that the proposal is height-compatible with the building itself and surrounding buildings. The applicant must demonstrate that the proposed building addition meets the following requirements:

- Additions must not detract from the views of the blockfront or views of the District from outside the District, including Elliott Bay.
- Additions must comply with Guideline (c) Building Height and Massing (Bulk) in Section 3 Guidelines for New Structures. New additions must also comply with 3. Guidelines for New Structures: Guideline d. Characteristics of Street Facing Façades
- New additions must be compatible with the existing structure and the District in terms of basic configuration and materials. (See 3 Guidelines for New Structures, Section a. General Information).

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- The Board may require the setback of new stories from the front of the building façade if the new addition detracts from views of the blockfront.

iii. Guidelines for replacing missing stories.

For all buildings which have had stories removed, the missing stories may be rebuilt upon approval by the Board. When original stories are replaced, the addition may not exceed the original height of the building. The preferred option is that the construction of new stories in a compatible but different design (so that the new addition is distinguishable from the existing) may be acceptable if approved by the Board. A second option is to rebuild new stories as a compatible addition as outlined in the Secretary of Interior (SOI) Preservation Brief 14. Where an accurate information regarding the original building's design an exact replication of the missing stories using the Secretary of Interior Standards for Reconstruction is also acceptable.

iv. Guidelines for added stories to Contributing Buildings

Added stories that do not meet the criteria for penthouses in subsection (ii) above to existing Contributing buildings are generally discouraged but may be approved if the Board finds that all the following conditions are met:

- Secretary of Interior's Standards for Rehabilitation as outlined in the Preservation Brief 14.
- Additions must set back from the street facing edge(s) of the building so as not to be visible or minimally visible. For the purposes of these guidelines, "minimally visible" means that:
  - The majority or the new structure is not visible from a public place within 300 feet of the new addition.
  - The new structure does not visibly change the building's overall scale, character or proportion as viewed from a public place within 300 feet of the new addition.
- Additions must not lower the status of the building from Contributing to Non-Contributing. During the review process, the applicant must provide documentation from the Washington State Department of Archaeology and Preservation that the proposed addition will not lower the building's status from Contributing to Non-Contributing.
- Additions must comply with Guideline (c) Building Height and Massing (Bulk) in Section 3 Guidelines for New Structures. New additions must also comply with 3. Guidelines for New Structures: Guideline d. Characteristics of Street facing Façades.
- Additions must not result in the substantial demolition of a Contributing building's interior, as determined by the Board. Recognizing that new additions will require some interior modifications for structural and circulation needs, the intent of this provision is to prevent changes that retain only the exterior skin of the original building.

v. It is the responsibility of the applicant to provide materials to the Board demonstrating the requirements of this subsection are met.

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