

## Want to make changes to a property in the Aldridge Place Historic District (APHD)?

The information below will help you determine whether the APHD Design Standards apply to your property. If they do, it will help you navigate through the APHD process. In addition to APHD's steps, the City has many ordinances that also may apply.

The City's Historic Preservation Office administers the Certificate of Appropriateness process for historic districts citywide and serves as staff for the Historic Landmark Commission. The Preservation Office and the Commission will use APHD's Design Standards to evaluate changes to contributing properties in the District.

### Contributing v Non-Contributing Properties

- Check to see whether your property is "contributing" to APHD. Contributing structures are designated in the APHD application and meet the following criteria:
  - Contribute architecturally and/or historically to the historic character of APHD,
  - Are at least 50 years old and maintain a high degree of integrity in their historic appearance,
  - Were built during the period of significance for APHD.
- Go to the table of APHD properties or the contributing map at [Links](#).
- If your property is non-contributing, the Design Standards do not apply and a Certificate of Appropriateness is not required, but other City ordinances likely will.

### Here's are steps that will guide you through the process of making changes to contributing properties:

- Review APHD's General Design Standards at Sect. 5.1 and the specific standards for the type of change proposed using the table below. Change requests will be evaluated based on these standards.
- A few changes are not subject to APHD's Design Standards, such as:
  - Remodeling the interior of the building;
  - Routine maintenance projects that do not affect the historic character of the resource, including painting, repointing of masonry, foundation repair, etc.
- In the early stages of project's that are subject to the APHD's Design Standards and that require a City Certificate of Appropriateness, send a draft of your proposed changes to APHD Advisory Committee chair Steven Tomlinson ([steven@abporter.org](mailto:steven@abporter.org)). The committee is strictly advisory but it works with homeowners to ensure that their proposals meet the Design Standards.
  - If the request is a question, such as clarification of the standards, the Advisory Committee will provide advice.
  - For a simple project, like replacing a front door, a few pictures may be all that the Advisory Committee will need.
  - For bigger projects like major changes or new construction, more documentation will be required. Working carefully with the Advisory

- Committee will let you benefit from committee members' experience. The information that the Committee wants will be similar to that which you'll need to submit to the City for a Certificate of Appropriateness. Also, the Committee can help you prepare for topics that will be evaluated during the city process.
- The APHD Advisory Committee will make a recommendation on the changes to the city preservation staff and the Historic Landmark Commission.

The citations below refer to topics in the APHD Design Standards document. [Link](#)

<b>Topic</b>	<b>Section</b>	<b>Page</b>
<b>General Standards</b>	D-5.1	D-12
Prevention of Demolition	D-5.1.1	D-12
Retention of Historic Style	D-5.1.2	D-12
Avoidance of False Historicism	D-5.1.3	D-12
Appropriate Treatment Options for Contributing Structures	D-5.1.4	D-12
Architectural Barriers and Accessibility	D-5.1.5	D-13
Sustainability	D-5.1.6	D-13
Sustainability Equipment	D-5.1.7	D-13

<b>Preservation and Restoration of Contributing Structures</b>	D-5.2	D-13
Front of Houses	D-5.2.1	D-13
Doors and Doorways	D-5.2.2	D-14
Windows and Screens	D-5.2.3	D-14
Porches	D-5.2.4	D-14
Roofs	D-5.2.5	D-14
Chimneys	D-5.2.6	D-15

<b>General Standards for Additions and Changes to Contributing Structures</b>	D-5.3	D-15
Preservation of Historic Character	D-5.3.1	D-15
Standards Summary	D-5.3.2	D-16
Size and Scale of Additions	D-5.3.3	D-16
Roof, Fenestration, and Siding	D-5.3.4	D-17
Driveways and Parking	D-5.3.5	D-17
Fences	D-5.3.6	D-17
Garages	D-5.3.7	D-17
Accessory Buildings	D-5.3.8	D-18

<b>General Standards for New Construction</b>	D-5.4	D-18
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<b>Topic</b>	<b>Section</b>	<b>Page</b>
Compatibility Standards for All New Construction within APHD	D-5.4.1	D-18
Standards Summary	D-5.4.1	D-19
Massing, Scale, and Architectural Elements	D-5.4.2	D-19
Porches	D-5.4.3	D-19
Height	D-5.4.4	D-19
Roofs	D-5.4.5	D-19
Entrances	D-5.4.6	D-19
Exterior Wall Materials	D-5.4.7	D-19
Chimneys	D-5.4.8	D-20
Driveways and Parking	D-5.4.9	D-20
Fences	D-5.4.10	D-20
Garages	D-5.4.11	D-20
Garage Apartments/Secondary Units	D-5.4.12	D-20
Accessory Buildings	D-5.4.13	D-21

### **What is a City of Austin Certificate of Appropriateness?**

Certificates of Appropriateness are governed by Section 25-11-2 and 25-11-212 of the City of Austin Land Development Code. A Certificate of Appropriateness must be obtained to change, restore, remove, or demolish a contributing properties' exterior architectural or site feature using APHD's Design Standards.

For minor changes to contributing properties, the City Historic Preservation Officer can approve Certificates. For more major changes, the Historic Landmark Commission reviews the application, and if acceptable, certifies that they are in conformance with the APHD Design Standards by issuing a Certificate of Appropriateness. Both the Preservation officer and the Landmark Commission will consider the APHD's Advisory Committee recommendation.

### **Does your proposed change require a Certificate of Appropriateness from the City of Austin?**

A Certificate of Appropriateness is NOT required for:

- Remodeling the interior of the building;
- Routine maintenance projects that do not affect the historic character of the resource such as painting, repointing of masonry, foundation repair, etc.

A Certificate of Appropriateness IS required for:

- Replacing porches, doors, windows, or changes of roofing or siding materials visible on the front façade;
- Exterior alterations to existing buildings and sites including, but not limited to, the construction of additions, decks, or pools.
- Demolition of existing buildings or parts of buildings;

- New construction; or
- Relocation of existing buildings into or out of the district, and
- Other topics mentioned in the APHD Design Standards.

. Administrative approval by City Historic Preservation Officer is usually adequate for:

- Accurate restoration or reconstruction of a documented missing historic architectural element of the structure or site;
- Changes which do not affect the appearance of the structure or site from an adjacent public street like:
  - Demolition of garages, sheds, carports, or other outbuildings that are non-contributing;
  - Construction of a ground-floor, one-story addition or outbuilding with less than 600 square feet of gross floor area;
  - Two-story additions to the rear of two-story houses; or
  - A pool, deck, fence, back porch enclosure, or other minor feature.
  - Property owners may contact the City Historic Preservation Office to determine whether a project may receive administrative approval. Owners may also contact City staff in the early planning stages of a project for assistance in interpreting the Design Standards, suggesting solutions to problems, and explaining the review process and requirements. The Historic Preservation Office staff can also make on-site consultations and provide technical assistance.

More extensive changes require approval by the Historic Landmark Commission.

The Certificate of Appropriateness application link below includes submittal requirements and the steps in the submittal process.

**City Application for Certificate of Appropriateness for a City Landmark or Local Historic District**

[https://www.austintexas.gov/sites/default/files/files/Planning/Applications\\_Forms/historic-review-coa.pdf](https://www.austintexas.gov/sites/default/files/files/Planning/Applications_Forms/historic-review-coa.pdf)

**Certificate of Appropriateness Form:**

[http://www.austintexas.gov/sites/default/files/files/Planning/Applications\\_Forms/HistoricReviewApplication\\_11-26-18\\_.pdf](http://www.austintexas.gov/sites/default/files/files/Planning/Applications_Forms/HistoricReviewApplication_11-26-18_.pdf)

**Fee schedule:**

[http://austintexas.gov/sites/default/files/files/Housing\\_%26\\_Planning/HistoricPreservation\\_Fees\\_20200915.pdf](http://austintexas.gov/sites/default/files/files/Housing_%26_Planning/HistoricPreservation_Fees_20200915.pdf)