



# APPLICANT’S PROPOSAL ASSESSMENT

## HISTORIC DISTRICT RESIDENTIAL ALTERATIONS

<b>File Number</b>	<b>Project Address</b>	<b>Applicant</b>
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The Historic District Design Standards for residential alterations are provided below in a checklist format, to assist you in evaluating your proposal’s compliance with those Standards.

Many of the standards listed are truncated to fit this form. Applicants are required to review the full Historic District Design Standards document when assessing compliance, to ensure all portions of the applicable standard are addressed.

Complete the applicable portions of this checklist and submit it with your design review and permit applications through the [Permit Portal](#). Use the following scoring system when comparing your proposal to the Design Standards. Provide comments as to how the project meets each standard, being as specific as possible.

<b>Scoring Guide</b>	
Fully Complies	<b>5</b>
Moderately Complies	<b>4</b>
Neutral	<b>3</b>
Moderately Inconsistent	<b>2</b>
Inconsistent/Does Not Comply	<b>1</b>
Not Applicable	<b>0</b>

By signing below, I certify that I have read and understand the Historic District Design Standards that are applicable to my project.

Applicant Signature

Printed Name

Date

## IV.1. RESIDENTIAL ALTERATIONS DESIGN STANDARDS (pg. 33)

### A. GENERAL GUIDANCE

1. Building design should exhibit and incorporate elements that reflect the identity and visual character of the Snohomish community.
2. Historic, character-defining architectural features and details should be preserved through continued maintenance or restored.
3. Modifications made to existing buildings should be sympathetic to the structure's original design, and should not significantly alter the historic appearance. Restoring original features is encouraged.
4. Before beginning any restoration work, research available documents and perform a physical investigation of the building in order to determine the historic appearance of the structure and establish the most appropriate restoration plan.

Fully Complies	5	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	4		
Neutral	3		
Moderately Inconsistent	2		
Does Not Comply	1		
Not Applicable	0		

### C. BUILDING DESIGN

#### 1. General

- a. Architectural styles and stylistic references shall be consistent throughout one building.
- b. Architectural features should not be removed or changed if original to the building.
- c. Unpainted masonry shall not be painted.

<b>General</b>		<b>BUILDING DESIGN</b>	
Fully Complies	5	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	4		
Neutral	3		
Moderately Inconsistent	2		
Does Not Comply	1		
Not Applicable	0		

#### 2. Building Materials

Exterior surface materials shall be consistent with traditional architectural materials and shall contribute to the appearance of a 100-year functional building life. Appropriate materials include brick, stone, wood, stucco, cast iron, and metal panels, when reflective of historic industrial buildings.

The following exterior surface materials are **prohibited**.

- |  |   |
|--|---|
| a. Plain or smooth face concrete masonry unit                                    | d. T1-11 siding   |
| b. Corrugated metal  | e. Perforated pressure treated wood, when readily visible |
| c. Imitation or synthetic classing materials such as vinyl, plastic, or aluminum | f. Plexiglass   |

<b>Building Materials</b>		<b>BUILDING DESIGN</b>	
Fully Complies	5	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	4		
Neutral	3		
Moderately Inconsistent	2		
Does Not Comply	1		
Not Applicable	0		

#### 3. Porches

- a. Historic porches shall be preserved whenever possible, and shall not be removed.
- b. Porches on the primary façade shall not be enclosed.
- c. It is appropriate to replace porches that were previously removed. Replacement porches shall be consistent in materials and style with the building to which they are attached.

- d. The roof form and eave depth of an historic porch shall be preserved.
- e. Decorative details that help define the porch shall be preserved.
- f. New porch elements that did not exist historically, or are inconsistent with the style shall not be added.
- g. Wood stairs are appropriate for wood porches.
- h. Porch details shall be retained. Replacement of deteriorated elements is appropriate. All replacement features shall match the original in material, design, scale, and placement.

Porches		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

**4. Windows**

- a. When present and intact, existing windows shall be maintained and preserved in their original size, location, design, and proportions.
- b. New and replacement windows shall appear to be set back from the exterior building plane and finished with trim elements that are appropriate for the building. The use of vinyl windows is discouraged.
- c. New window openings shall not be added on the primary façade.
- d. Filling in or altering the size of historic window openings on the primary façade is not appropriate.
- e. Mullions and muntins shall be vertically proportioned. False muntins shall not be used.
- f. The original position, size, number, and arrangement of windows shall be retained in a building wall.

Windows		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

**5. Roofs**

- a. The original roof form shall be preserved to the extent possible.
- b. Skylights shall be flat against/parallel with roof form. Roof equipment shall not be visible from the street.
- c. Character-defining roof-related features shall be preserved.
- d. The original eave depth and configuration shall be preserved.
- e. Cornices shall be retained and preserved.
- f. Appropriate materials for roofs include metal, clay tiles, slate, and wood shingles. Architectural composition roofing is an appropriate alternative to traditional roofing materials.
- g. Built-up and torch-down roofing are appropriate for flat roofs. Synthetic materials may be allowed.
- h. New roof forms for building additions shall be consistent with and subordinate to the primary roof.
- i. Shed roofs are appropriate for small accessory structures and roof forms.

Roofs		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

**6. Building Elements**

- a. Architectural detailing may include trimwork, moldings, gingerbread, vergeboard, bargeboard, eaves, brackets, corbels, knee braces, dentils, cornices, decorative shingles, columns, pilasters, balusters, or any other decorative or character-defining feature.

1. Architectural detailing shall not be removed or changed if original to the building.
  2. If possible, architectural features shall be repaired rather than replaced. If replacement is necessary due to significant deterioration, the appearance, profile, and texture of the original materials shall be approximated in the replacement.
  3. New architectural detailing may be added to a building if historic evidence indicates it is consistent with the original building or buildings of similar design and age in the surrounding area.
- b. Chimneys
1. Original or architecturally significant chimneys shall not be removed or altered.
  2. If a chimney becomes unstable or has collapsed, the replacement chimney shall match the original design with the same or similar materials.
  3. Brick or masonry chimneys shall not be covered with stucco, paint, or veneers.
- c. Exterior staircases
1. Historic staircases shall be maintained and preserved in their original shape, design, materials, and proportions.
  2. Unless associated with a front porch, new staircases shall not be located on a primary façade.
  3. Staircases shall not damage architectural features or other building components.
  4. Staircase surface materials shall be consistent and compatible with the overall structure.
  5. Railings shall be consistent with section V.3.
- d. Decks, balconies, and ramps
1. Historic decks and balconies shall be maintained and preserved in their original shape, design, materials, and proportions.
  2. New decks and balconies shall not be located on a primary façade.
  3. Ramps shall be integrated with the architecture of the building, to the extent possible.
  4. New decks, balconies, and ramps shall not obscure character-defining features.
  5. New decks and balconies shall be simple in design yet consistent with the character of the structure. Solid-to-void ratios of balusters and rails shall be designed to appear mostly transparent.
  6. Railings shall be consistent with section V.3.

Building Elements		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

## 7. Garages and Accessory Structures

- a. Garages and outbuildings that contribute to or are original to a property should be maintained and preserved. Original or historic features should be repaired or replaced in kind if readily visible.
- b. New accessory structures shall be recessed from the front of the primary building and located behind the house wherever possible. Garages shall be located at the rear of the property.
- c. Accessory structures shall be subordinate in size and consistent with the character/materials of the primary structure. Details shall be simple and shall not compete visually with the primary structure.

Garages and Accessory Structures		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

## 8. Service Areas

- a. Mechanical equipment shall be screened from view using walls, fencing, or vegetation. Screening shall be in character with the building and site it serves.

- b. Service and utility equipment such as satellite dishes shall be located on a non-street side of the home, or if not possible due to line of sight requirements, shall be installed in an inconspicuous location.
- c. Skylights shall not be located on a street-facing side of the home. Skylights shall be flat against the plane of the roof. Framing shall be consistent in color/hue to the roof material.
- d. Solar panels are allowed in the Historic District, subject to the following standards.
  - 1. Solar panels shall not be readily visible from streets or public areas.
  - 2. The color of the frame and panels shall be similar in hue/value to the color of the roof material.
  - 3. Solar panels shall be integrated with the design of the structure and roof forms to reduce impact.

Service Areas		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

### 9. Doors and Hardware

- a. Original or historic doors and hardware shall be maintained and preserved. If replaced, replacement shall be of a similar design to the original, to the extent possible.
- b. Wood is the preferred material for doors. Dark and painted metal is acceptable. Bright or shiny finish metal, fiberglass, and plastic shall not be used.
- c. Metal used for exterior hardware shall be dark without a bright or shiny finish, with the exception of copper and copper alloys (including brass and bronze).
- d. Hardware shall be traditional and historic in character.

Doors and Hardware		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

### 10. Additions

- a. Additions shall maintain the character, craftsmanship, fenestration patterns, finish materials, and proportions of the main structure.
- b. Additions shall be compatible in size and scale with the main structure, but subordinate in massing.
- c. Additions shall not imitate an earlier historic style or architectural period that is inconsistent with the main building.
- d. Additions shall not damage or obscure historically or architecturally important features.
- e. Additions shall be compatible with, but differentiated from, the historic building. It is preferred that the addition is designed to reflect characteristics of the current period, but remain compatible.
- f. Two-story additions to one-story buildings are not appropriate.
- g. Older additions that have achieved historic significance shall be preserved.
- h. Building additions are appropriate in the following areas under conditions:
  - 1. Rear or side of existing building.
    - The alignment of architectural elements, moldings, roof forms, and windows shall be maintained.
    - The addition shall be subordinate in appearance to the main structure.
    - Larger additions shall be physically set apart from the main structure with a connecting element or “hyphen”.
  - 2. Above roof of existing building.
    - The addition area shall be set back from the primary façade to preserve original building scale.
    - The addition shall be simple in character and subordinate in appearance.
    - Window and trim elements shall align with those on the existing structure.
    - Dormer additions shall be subordinate to the structure in scale, roof pitch, and general form.

Additions		BUILDING DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

V. SITE ELEMENTS: 3. FENCES, WALLS, RAILINGS (pg. 68)

B. DESIGN OF FENCES, WALLS, AND RAILINGS

1. General

- a. Fences shall be no greater than 6 feet in height, except to provide screening for commercial activities as required by state, county, or city law or ordinance. Walls may exceed 6 feet in height, consistent with setback regulations of the municipal code.
- b. Walls and fences facing a City right of way must have at least one opening measuring no less than three feet wide. The opening may close with a gate or door, subject to the same materials considerations as fences and walls.
- c. A protective roof covering may be incorporated into a fence or wall if consistent with setbacks, however the roof may not project more than one foot from either side of the fence or wall surface.

General		DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

2. Materials

The following may not be used in the visible construction of fences, walls, and railings.

- 1. Chain link or wire mesh of any kind
- 2. Plastic, vinyl, or plastic lumber of any kind
- 3. Barbed wire or razor wire
- 4. Hollow metal tubing smaller than 1” outside diameter
- 5. Plywood, chipboard, particleboard, and other engineered wood products
- 6. Pipe fittings used for plumbing or steam fitting
- 7. Cast concrete without decorative treatment
- 8. Plain concrete block, or “cinder block”
- 9. Plate or sheet metal, flat or corrugated, less than 1/8” thick
- 10. Exposed pressure treated wood with perforated surface
- 11. Expanded metal mesh of any kind
- 12. Solid bar stock smaller than 3/8” round section, or ¼” by ¾” rectangular sections, unless tapered from thicker bars
- 13. Bright finished aluminum or stainless steel (fasteners only)
- 14. Bright surface plated metal of any kind, including chrome and nickel plating (fasteners only)

Materials		DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

3. Wood

- a. Fences constructed of wood boards or timbers must use a vertical or horizontal orientation of the boards. Diagonal placement of board elements shall not be allowed.

- b. Vertically oriented boards or pickets, if not capped, shall have modulated top ends. Square cut ends shall not be allowed, unless the top element is used specifically for grasping.
- c. The use of manufactured wood lattice with a diagonal element shall not be used.

Wood		DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

#### 4. Metal

- a. Metal pickets shall have a modulated top end; plain square cut ends shall not be used unless the top element is used specifically for grasping.
- b. Pipe and metal tubing may be used only as vertical posts if capped with a decorative finial, unless the top element is used specifically for grasping. Finials shall incorporate historic references.
- c. Plain pipe and Industrial style railing shall not be used.

Metal		DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

#### 5. Masonry

- a. All masonry surfaces are to remain unpainted.
- b. Manufactured masonry block with a decorative surface is permitted for construction of walls and fences.
- c. Masonry fences and walls shall incorporate historical references, and not contemporary in appearance.

Masonry		DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		

#### 6. Railings

- a. At least two different sections must be used.
- b. All vertical elements, including posts and pickets, must have modulated top ends. The end may be a decorative cap, finial, bend, or integrally worked end element. Flush welded caps shall not be used.
- c. Unless specifically used for grasping, all horizontally oriented top elements must have a decorative element such as a finial placed at intervals not greater than 6 feet.
- d. Industrial style railing shall not be used.

Railings		DESIGN	
Fully Complies	<b>5</b>	<b>SCORE:</b>	<b>COMMENTS (HOW DOES THE PROJECT MEET THE STANDARD?):</b>
Moderately Complies	<b>4</b>		
Neutral	<b>3</b>		
Moderately Inconsistent	<b>2</b>		
Does Not Comply	<b>1</b>		
Not Applicable	<b>0</b>		