

# Saginaw Local Historic District Guidelines



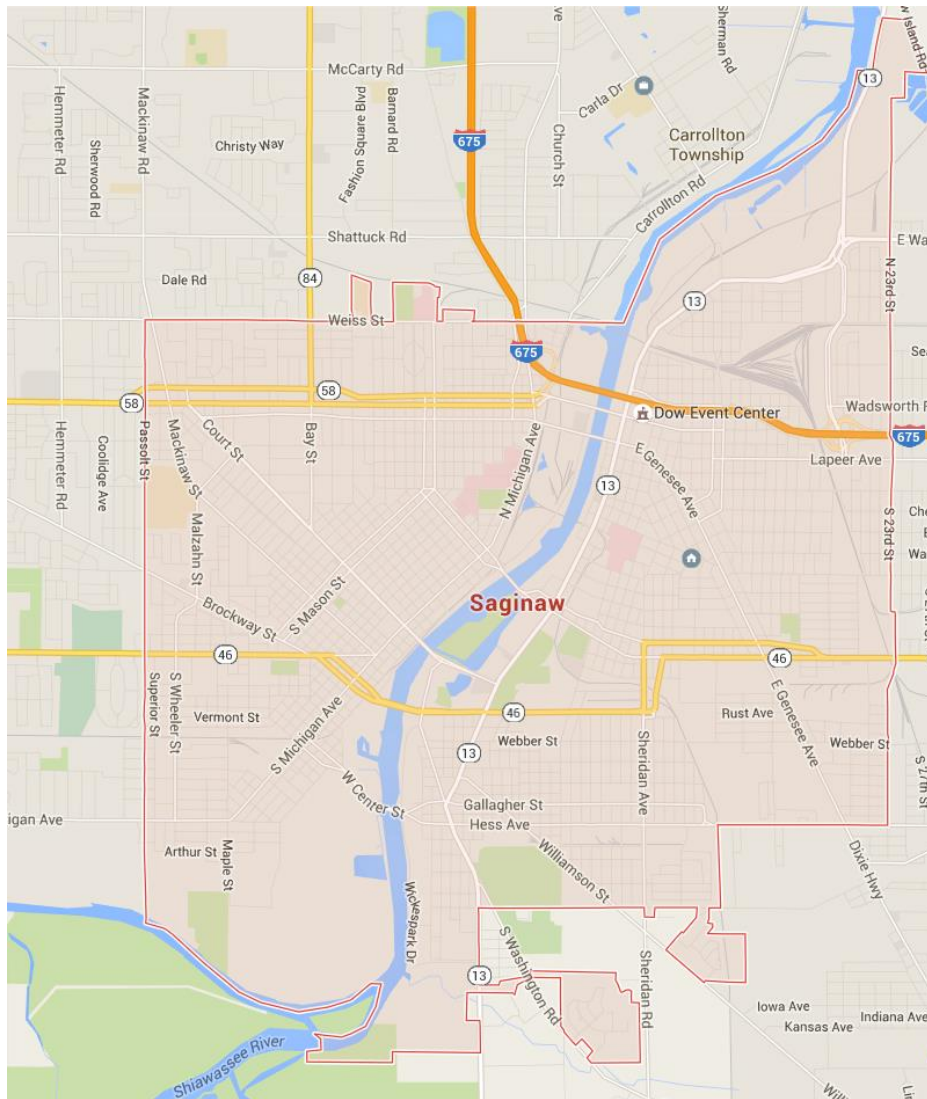
The Corning Mansion  
Saginaw, Michigan

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## Maps of Local Historic Districts

### City of Saginaw



#### Brief History

The first recorded European visitor was Father Henri Nouvel in 1675, a Jesuit Priest from St. Ignace. From 1675 to 1819, the original residents of the Saginaw area consisted of the Sauk and Chippewa Indian tribes as well as European fur trappers and traders. In 1819 the Treaty of Saginaw was signed and a permanent settlement was established with families beginning to arrive. In 1822 Fort Saginaw was established only to be abandoned the next year by the military due to malaria. The Commander stated "Nothing but Indians, muskrats, and bull frogs could possibly subsist here." Yet only one year later in 1824 the Saginaw territory was organized. In 1831 Alexis de Tocqueville visited the Saginaw area on horseback. "No sound was heard but the annoying hum of mosquitos and the stamp of our horses' feet" were his comments.

In 1837 the first school district was organized and located on Court St., near the courthouse, which itself was built in 1839. A few sawmills established themselves on the banks of the Saginaw River and in 1847 the first shipment of Saginaw Pine is sent to

New York, which triggers demand out East for the high quality White Pine timber. In 1850 Norman Little built a plank road from Flint to Saginaw along the current East Genesee / Dixie Highway route. East Saginaw expanded more rapidly than Saginaw City, which is located two miles south and on the west side of the river.

The Saginaw County population in 1850 was 2,609. Thirty-four years later in 1884, during the height of the lumber boom the census recorded a whopping 75,813. By 1863 Saginaw had its first high school, Central School, located on Court Street. The next year brought the first bridge across Saginaw River, Genesee Bridge a toll bridge. In 1869 actress Marie Dressler was born in Saginaw.

1882 was the peak year of the Lumber Era with 1,001,274,905 board feet of timber cut in mills along the Saginaw River. In 1894 Riverside Park opened on Maple Street in Saginaw's south end at Green Point on the Tittabawassee River, a branch of the Saginaw. Merry-go-rounds, roller coasters, balloon ascensions, pavilion dancing, all served by the Union Street Railway Streetcar system, none of which remains now.

As the lumbering industry declined new industries developed. The first sugar beet factory in Saginaw was located at S. Jefferson and Rust. By 1903 Saginaw County had 11 operating coal mines employing 1,500 people. 1905 gave us the first car produced in Saginaw (at N. Washington and 6th Street); the Ranier. In 1910 the Argo Electric Car was produced on S. Jefferson Avenue. In 1916 the 'Yale Eight' was produced by Saginaw Motorcar Company. The Lehr produced by Lehr Motor Co. on River St.

The automobile industry fueled Saginaw's growth through much of the 20<sup>th</sup> century but began to decline in the 1980's as factories moved overseas or to Mexico. The medical industry is currently the largest employer in the Saginaw area.

## Heritage Square Historic District

### Brief History

The Heritage Square Historic District is one of the oldest continuously settled areas in the Saginaw Valley. The original nucleus for development of this residential neighborhood was the garrison established in Saginaw (Fort Saginaw) once located approximately at the intersection of Court and Hamilton Streets. A business district soon developed at the garrison's location and adjacent to that on the west side of Michigan Avenue, or Washington Avenue as it was known in the past, the Heritage Square Residential District evolved.

Traditionally, this neighborhood has been the home for a diverse cross-section of the Saginaw community. By 1887, lumber barons, engineers, retailers, teachers, grocers, and skilled tradesmen resided in the area. Many of the residents were of German extraction, and worked along the river in lumbering or in the business districts of the west side. Property ownership within the district was quite fluid. Owners bought and sold lots and houses, and moved into and out of the dwellings as their fortunes and family sizes increased or decreased.

The Heritage Square District illustrates the flavor and lifestyle of the period from 1860 to 1900. The design of the homes reflects the conservative outlook of Saginaw's leading residents. The large homes were designed to be fashionable, comfortable and useful, but were rarely as ornate or flamboyant as on Saginaw's more exuberant east side. Heritage Square homes range in style and decoration from the simple to the ornate. Massive Queen Anne structures are perhaps the most visually powerful buildings in the district. The Italianate and Italianate Villa homes with their balanced construction and moderate decoration seemed sedate in comparison. Additionally, every style from the Greek Revival to Colonial and Classical Revival can be found in the district. While many styles exist, the homes are visually united through their size, materials, landscaping and position relative to the city streets.

By 1975, residents of this neighborhood had recognized the historic and architectural importance to Saginaw. Residents organized and requested that Saginaw County designate the area as a local historic district under County Ordinance 102. This ordinance requires that any major exterior alterations to the buildings in the district be reviewed and approved by the Saginaw County Historic District Commission. After a series of studies and hearings, the local historic district was established. In 1979, the district was certified for purposes of the Tax Reform Act of 1976, which qualifies owners of depreciable properties for tax breaks on restorations. Heritage Square was nominated to the National Register of Historic Places in 1981.

### Profile

|  |          |   |     |
|--|----------|---|-----|
| Area                                       | 91 Acres | Construction Dates in Percentage of Structures: |     |
| Number of Structures                       | 349      | Date  |     |
| Predominant Use of First Floor Structures: |          | 1830-1849                                       | 1%  |
| Residential                                | 40%      | 1850-1869                                       | 12% |
| Religious                                  | 1%       | 1870-1889                                       | 44% |
| Commercial                                 | 3%       | 1890-1909                                       | 24% |
| Service                                    | 4%       | 1910-1929                                       | 12% |
|  |          | 1930 +  | 7%  |



Architectural Styles: Queen Anne, Italianate, Georgian Revival, Colonial Revival, Classical Revival.

Notable Names Associated with District: George Bullock (first Mayor of Saginaw City), Bauer Family (Bauer Bros. Clothing), Stenglein Family (Saginaw Showcase Co., Spic and Span), Clarence Brand (Bliss Coal Co., Brand & Hardin Milling), Amasa Rust.

Historic Designations: Local Historic District, District Certified for Purposes of the Tax Reform Act of 1976, District Nominated to the National Register of Historic Places.



## Old Saginaw City Historic District Brief History



Old Saginaw City, one of the oldest commercial areas in the Saginaw Valley, was the first settled by the military. Fort Saginaw was erected upon the west banks of the Saginaw River in 1822, at the present location of the intersection of Court and Hamilton Streets. Mosquitos and fevers proved too much for the soldiers who abandoned the Fort by 1823. Local fur traders and farmers, of hardier stock, took over the empty buildings and soon a small settlement was started. The years 1830-1850 saw the development of a commercial area dependent upon traffic from the Saginaw River and the periodic visits of lumbermen in town for a spree.

As the lumber boom developed in the 1860's, money flowed into the area, and most of the existing multi-stores, brick, and Italianate structures were erected. The lumber eventually disappeared, but the commercial district of Old Saginaw City survived, mainly because it was oriented to supplying community needs, rather than the demands of any particular special interest. Today Old Saginaw City remains a visible commercial center, changing to meet the needs of new generations on the west side.

The earliest buildings in Old Saginaw City, constructed from 1850-1860 were wooden, plain or Greek Revival structures. Most of these were destroyed in the fires which typically raged through lumber towns. The 1860's-1890's saw the lumber era develop, resulting in a construction boom in Old Saginaw City. Italianate brick structures, several stories tall, still dominate Court and S. Hamilton Streets, giving the district a harmonious overall appearance. Queen Anne, Georgian Revival, and Chicago School styles are sprinkled throughout the district and lend variety and contrast to the dignified Italianate

buildings.

The structures of Old Saginaw City are associated with many of the historically important figures of the west side. The Fordney Hotel, the Schuch Hotel, the Merrill Building, and the Benjamin Stable still bear the names of the prominent men who developed the city. The legacy they created has endured.

The unique heritage of Old Saginaw City was made a local historic district in April of 1981, under Saginaw County Ordinance 102. The district was certified for purposes of the Tax Reform Act of 1976, which qualifies owners of depreciable properties of federal tax breaks on restorations. Old Saginaw City is a part of Saginaw's Multiple Resource Nomination to the National Register.

#### Profile

|  |            |   |     |
|--|------------|---|-----|
| Area                                       | 33.8 Acres | Construction Dates in Percentage of Structures: |     |
| Number of Structures                       | 86         | Date  |     |
| Predominant Use of First Floor Structures: |            | 1850-1869                                       | 17% |
| Commercial, Retail                         | 40%        | 1870-1889                                       | 37% |
| Service                                    | 36%        | 1890-1909                                       | 13% |
| Public                                     | 4%         | 1910-1929                                       | 15% |
| Industrial Warehouse                       | 21%        | 1930 +  | 17% |

Architectural Styles: Italianate, Georgian Revival, Queen Anne, Chicago School.

Notable Names Associated with District: Benjamin Cushway (early settler and oldest house), Joseph W. Fordney (Congressman and businessman), Schuch Family (founders of the Brockway House, later the Schuch Hotel), Charles Benjamin (an ex-mayor of Saginaw), the Ippel Family (retailer), the Merrill Family, The Andre Family (developed north side Court Street).

Historic Designations: Local Historic District 1981, District nominated for purposes of the Tax Reform Act of 1976, District nominated to the National Register of Historic Places.



## **North Michigan Avenue Historic District**

### **Brief History**

North Michigan Avenue was one of the West Side's most grand residential neighborhoods. Located north of the business and industrial districts on the West Side's main north-south thoroughfare, it became the home of Saginaw's upwardly mobile second generation of lumbermen. This area was not the home of the earliest settlers of Saginaw City. Rather, it drew the sons and associates of these entrepreneurs from the residential neighborhoods to the south.

The district's homes are large, rich in detail, close the avenue, and surrounded by mature trees and large lawns. Queen Anne and Georgian Revival styles are the architectural heritage of the district. The existence of a single native Greek Revival structure reflects the lack of early development. Several modern, low-profiled, brick or wood-sided architect-designed buildings serve as counterpoints: complementing the district by providing a change in scale and fabric against which the earlier architecture can be contrasted. They also serve as a valuable record of the historic development of North Michigan Avenue, as its importance as a traffic artery shifted it from prominent



residential avenue to professional corridor.

## **Single Entity Historic Districts**

### **The Temple Theater Historic District**

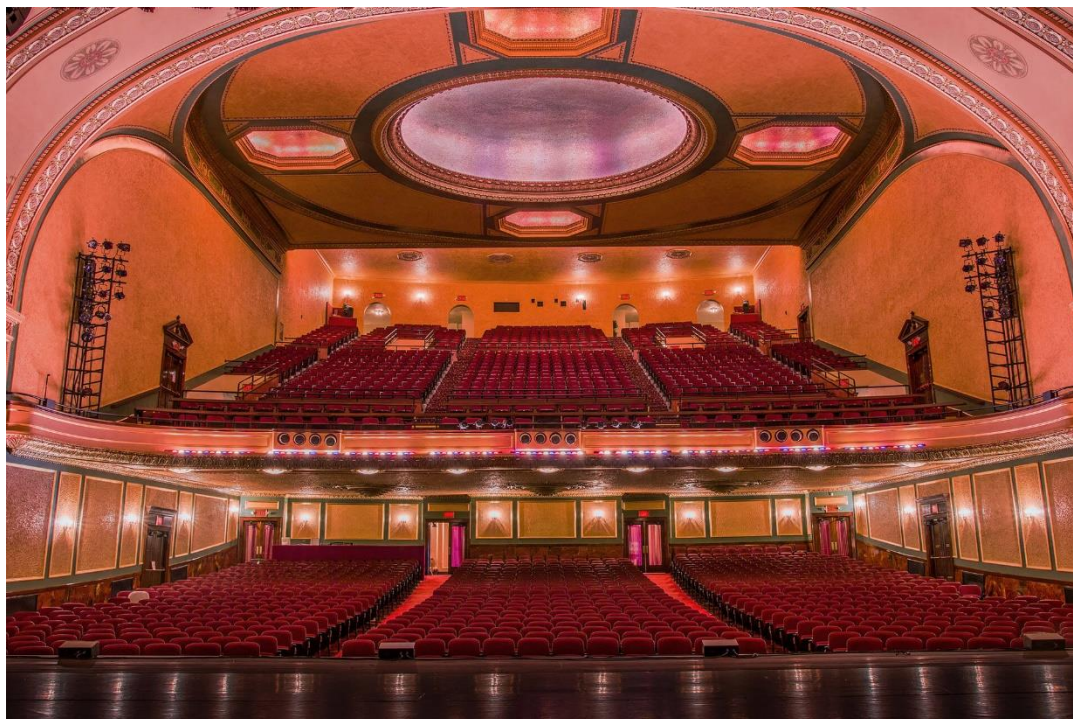
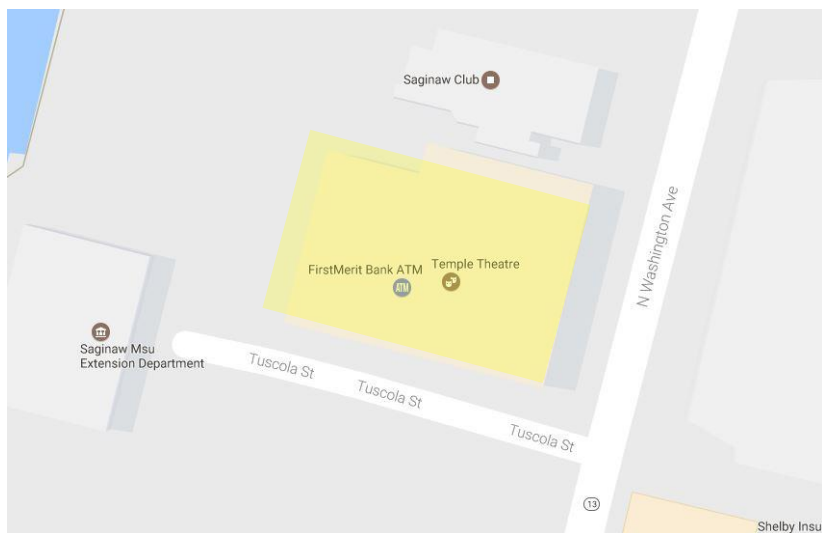
#### **Brief History**

The Temple Theatre was built in 1926 after the city's previous concert hall, the Music Academy was lost to fire. The new theatre was a technological marvel featuring fireproof construction, a geo-thermal cooling system for the auditorium, spectacular acoustics, and state-of-the art stage rigging and dimming system for the lights.

The programming of the theatre was a combination of live Vaudeville acts and silent movies accompanied by a ten-piece orchestra. The theatre was also equipped with one of the 12 Butterfield Special Barton Pipe Organs; #195 which was built specifically for this theatre.

The theater began running motion pictures almost exclusively from the 1950's through the 1970's. By the end of the 70's patrons were flocking to multi-plex movie houses in the suburbs and the Temple ceased showing films. Several individuals and groups tried to maintain the facility but by Temple's 75th birthday many systems were failing, primarily the boiler system and roof. The roof was so deteriorated by 2002 that crumbling plaster appeared along the stairways, grand dome, the seats and carpet were torn and worn out. The original electrical system from 1927, was not large enough to handle the amount of electricity required to operate the theatre. One more winter without a new roof would have resulted in complete failure of the highly ornate ceiling.

The theatre known as the "Showplace of Northeastern Michigan" was facing demolition. In 2002, the family of Dr. Samuel Shaheen purchased the Temple Theatre and the adjoining three story building which contains a Grand Ballroom, Premier Room, Leopard Lounge and a commercial kitchen. After an investment of more than seven million dollars, the "Showplace of Northeastern Michigan" has been returned to her original glory.

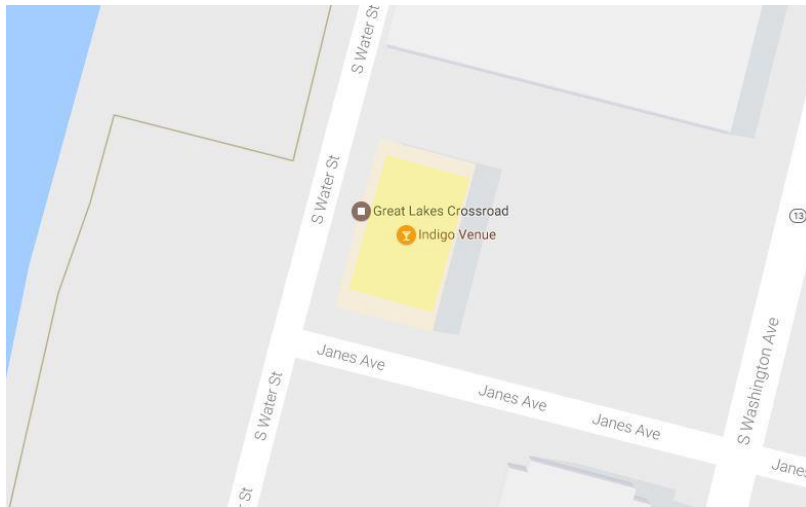




## The National Guard Armory Historic District

The present Armory at the foot of Janes street fronting Water Street, faces the Saginaw River. On the opposite side of Water Street along the banks of the river was Battery Park, long since paved over for parking. The Armory was built of Saginaw Paving brick in 1909, replacing a building at 113 North Washington Avenue.

Along the riverfront was a boat landing where small craft were moored along with a completely equipped steam cutter. (History of Saginaw County, James Cooke Mills. 1918)



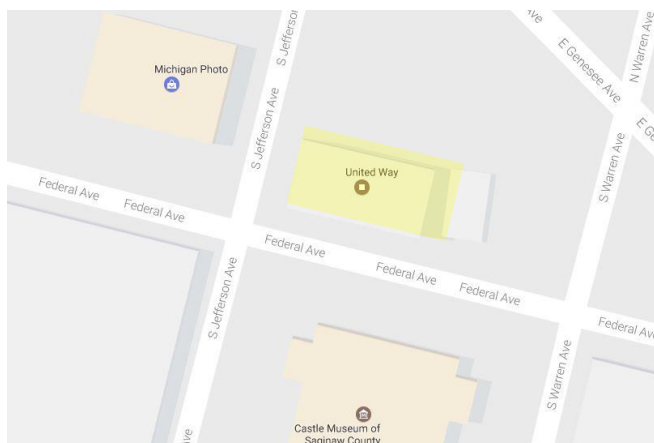
## The Jefferson One Building Historic District

Planned during the 'Roaring Twenties', the Jefferson One Building was completed in 1931 for People's Building and Loan Association. One of two expressive Art Deco designed buildings, the other being the Michigan Bell Telephone Building on South Washington (now AT&T), each was designed by different architects.

People's Building and Loan Association was founded in 1887. They had various locations in downtown Saginaw over the years but had the need of a larger building by the mid-1920's. In 1928 they purchased First Baptist Church located on the northeast corner of Federal and South Jefferson. The congregation constructed a new building in the 300 block of North Jefferson. The church was razed and construction of a six-story building designed by the local firm Cowles and Mutscheller was begun.

The lower portion of the building's exterior is covered in granite. The upper portions are clad with limestone. Carefully placed bands and panels of carved geometric ornamentation reinforce the rhythm of the fenestration and structural system. The offices of People's Building and Loan Association were located on the first floor and featured a two-story banking room. The upper floors were leased as offices.

By the time the building was completed in March of 1931, Saginaw was experiencing the effects of the Great Depression; however, People's Building and Loan Association survived the depression and continued to prosper.



## **Purpose of Historic Preservation**

The Purpose of historic preservation in the City of Saginaw is to:

- Safeguard the heritage of the city by preserving areas in the city which reflect elements of its cultural, social, spiritual, economic, political, engineering or architectural history;
- Stabilize and improve property values in such areas;
- Foster civic beauty and community pride;
- Strengthen the local economy; and
- Promote the use of historic districts for the education, pleasure and welfare of the citizens of the city, the state and the nation.

## **What is the Historic District Commission?**

The Commission is made up of Saginaw residents who are appointed by City Council. These dedicated volunteers are who may or may not be residents of historic districts and have a demonstrated interest and/or expertise in historic preservation. They may or may not reside in a historic district. The commission meets every month to review applications in historic districts. Meeting times & application deadlines can be obtained from the city clerk's office and online.

The Saginaw Historic District Commission was formed by Saginaw Ordinance D-1418 in 1983. Its purpose is to ensure the preservation of historically and culturally significant areas designated by the City Council as Historic Districts. The Commission works in conjunction with the Planning and Zoning Department.

A historic district work permit is required for any exterior changes to a building or site in a designated historic district. When work is to be done in a historic district the owner must obtain an application from the inspections department. The Historic District Commission then hears the owner's plans for the property at its monthly meeting. The commission may approve or deny the work based on the appropriateness of the proposal pursuant to the Standards for Historic Preservation. Building permits are then issued by the Building and Inspections Division once work has been approved by the Historic District Commission. In addition to application reviews, the Commission is also involved in other matters concerning historic properties, assisting and advising residents in historic preservation, preservation and educational programs, and designation of proposed districts.

## **Benefits of Locally Designating a Historic District**

**Increased Value** - Studies across Michigan and the nation show that properties in historic districts generally remain stable or appreciate in value at a rate higher than comparable properties not in a district.

**Preserves History** - Historic district designation helps preserve neighborhoods, housing stock, and history for future generations of Saginaw residents.

**Neighborhood Character Maintained** - Work on the exterior of properties in a historic district requires approval from the Historic District Commission, which rules on the appropriateness of the work. This helps ensure that new construction and additions are compatible, and that the historic character of buildings and grounds – and the integrity of the district -- is maintained.



**Prevents Blight & Neglect** - Designation helps prevent property neglect and blight by use of the demolition by neglect portion of the ordinance. This requires owners to repair their properties before they reach such a state of disrepair that they must be demolished.

## **What the Historic District Commission Reviews**

The State of Michigan gives communities the authority to adopt historic district ordinances and appoint historic district commissions to review work in local historic districts under Michigan's local historic districts act, Public Act 169 of 1970, as amended. According to PA 169 the Historic District Commission reviews all "work" to the exterior of a resource located in a designated local historic district. Work is defined in as "construction, addition, alteration, repair, moving, excavation, or demolition." The Historic District Commission does not review "ordinary maintenance" which is defined as "keeping a resource unimpaired and in good condition through ongoing minor intervention, undertaken from time to time, in its exterior condition. Ordinary maintenance does not change the external appearance of the resource except through the elimination of the usual and expected effects of weathering."

If you are uncertain whether your project is "work" that requires a permit please contact the historic district commission staff person for advice.

## **Criteria for Work Undertaken in a Local Historic District**

The Historic District Commission review all work using the Secretary of the *Interior's Standards for Rehabilitation*. The Standards are:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall 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.

### **Procedure for Doing Work in a Local Historic District**

Before performing any work that will affect the appearance of the historic district, your plans must be reviewed by the Historic District Commission.

This includes new construction or additions, exterior remodeling, roofing or re-roofing, painting, masonry repair and signs on commercial buildings. It also includes site work such as fences, tree removal or pavement.

There are three reasons for this review:

1. To ensure that the work you perform is compatible with the character of the historic district and the property itself;
2. To ensure that inappropriate work does not depreciate the value of your property, or that of other properties in the neighborhood;
3. To ensure that inappropriate treatments (such as power washing and sandblasting) are not used that may cause long-term damage to the property.

You will need to complete a Historic District Commission Permit Review Application for any work undertaken to the exterior of a building whether the project requires a building permit or not

This application is available in the city's Buildings and Inspection Division on the second floor of City Hall, and in the Reference section at the end of this document. Staff there can tell you whether or not you need a building permit along with the Historic District Commission Permit Review Application.

Once the Historic District Commission receives a complete application, the project will be scheduled to be reviewed at the next Historic District Commission meeting. The Commission has three options:

1. They can determine that the project meets the Secretary of the Interior's Standards and issue a Certificate of Appropriateness (COA) so that the work can begin.

2. They can issue a Notice to Proceed for work that is inappropriate but that the Commission finds is necessary per Section 299.205 (6) of Public Act 169, of 1970.
3. They can determine that the work is inappropriate and does not meet the Secretary of the Interior's Standards and issue a Denial. A denial is accompanied by a reason for the denial in writing and information on the applicant's right to appeal.

If an application is determined to be incomplete, the Commission can table the request until more information is supplied to make the application complete.

**It is important that you obtain the proper permit before performing any work on a property in a local historic district. Failure to do so will result in a stop work order, fines or fees, and you can be required to remove, replace, repair or otherwise alter the work you have started up to and including rebuilding anything you have removed.**

### **Residential Work Requiring Review: Application Requirements**

Depending on your project, certain information is required for the Historic District Commission to review your request. A city building permit may also be required for your project. Below is a list of the information required for common projects.

#### **New Construction/Additions (including garages)**

A completed City of Saginaw Application for Building Permit and a Historic District Commission Permit Review Application;

- Scaled and/or dimensioned drawings and one set of blueprints that include:
- site plan showing all changes and landscape features, including location of construction fencing if applicable;
- floor plans;
- elevations;
- sections and other details as needed;
- material samples & colors for roofing, siding, and trim;
- brochures or samples showing materials and design for windows, doors, garage doors, exterior lighting, and fencing; and
- timeline for the project including a start date, exterior completion date, landscaping completion date, and occupancy date.

#### **Door & Garage Door Replacement (Security Doors)**

A completed City of Saginaw Historic District Commission Permit Review Application;

- Existing historic doors should be retained and repaired if possible. A detailed description of existing door(s) including materials and a statement of why repair is not possible and replacement is necessary; and
- Brochure(s) showing materials and design of replacement door(s).

#### **Paint Color Change**

A completed City of Saginaw Historic District Commission Permit Review Application; and

- If a color palette is used from these guidelines that is appropriate to the time

period/style of the structure or from a historic colors palette from any major paint manufacturer, City Staff for the Commission may approve the color scheme without having to go before the Commission (see Minor Classes of Work Below).

- If using colors outside the color palettes appropriate for the historic time period of the structure samples of the proposed paint color(s) (i.e., paint chips) and a list of locations (architectural details) where paint color will be applied (photographs and/or diagrams may also be used). Historic Color Sample Charts are available online.

### **Porch Reconstruction and other Repairs**

A completed City of Saginaw Application for Building Permit and a Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- A detailed description of the proposed work including:
- description of existing materials and colors;
- a description of which components will be retained or repaired;
- a statement of why the components being replaced cannot be repaired; and a description of the proposed replacement materials and colors.

### **Roof Replacements (Historic Roof Materials)**

A completed City of Saginaw Application for Building Permit and a Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- Material samples (for asphalt shingles a 3"x3" piece is sufficient);
- A description of existing roofing material and color (provide a sample if possible);
- A detailed description of proposed work, including related work such as gutters, soffit and fascia; and
- *If you plan to replace a historic roof material with different material*, a written statement of justification of why the historic roofing material needs to be replaced and the following;
- an estimate of the cost to *repair* the existing roof;
- an estimate of the cost to *replace with the same material*;
- an estimate of the cost to *replace with new imitation of the original material* (synthetic slate or tile); or
- an estimate of the cost to *replace with new asphalt shingles*.

### **Roof Replacements (non-Historic Roof Materials)**

A completed City of Saginaw Application for Building Permit and a Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- Material samples (for asphalt shingles a 3"x3" piece is sufficient);
- A description of existing roofing material and color (provide a sample if possible); and
- A detailed description of proposed work, including related work such as dormers, gutters, soffit and fascia.

### **Fence, Paving, and Walls**

A completed City of Saginaw Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- A scaled and/or dimensioned site plan showing:
- the existing lot lines and buildings;

- the location and dimension of existing and proposed side-walks, driveways, fencing (including height), landscape materials, and other landscape features.
- Material and color samples from fencing, walls, paving
- Brochure(s) showing fencing other manufactured landscape items proposed; and
- In cases of removal include a detailed justification of why item(s) need to be removed.

### **Landscaping Installation/Removal**

A completed City of Saginaw Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- Shrubs and herbaceous plants will not need Commission review.
- Installation of any tree(s) should be plotted on a site plan or shown where it will be planted via photographs. No tree should block the view of the historic property nor be so close as to cause potential damage to the structure.
- Removal of any tree requires justification as to why it needs to be removed.

### **Demolition (including partial demolitions)**

A completed City of Saginaw Application for Demolition Permit and a Historic District Commission Permit Review Application;

- Detailed justification stating why building or portion of building needs to be demolished;
- A detailed description of what will happen to the site after the demolition occurs; and
- In cases of partial demolition, include elevation showing the building and surface treatments to newly exposed walls.

### **Window Replacement (Historic Windows)**

A completed City of Saginaw Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- A written justification of why the historic windows need to be replaced;
- a brochure or other information giving the color, materials and configuration of the proposed windows;
- an estimate of the cost to repair and paint the existing windows;
- an estimate for the replacement of the windows in matching materials;
- an estimate for the replacement of the windows with an alternate material; and
- detailed photographs showing deterioration of the window components (if you cannot provide photos, Commission staff can take photos by appointment at your request).

### **Sign Installation/Replacement**

A completed City of Saginaw Application for Building Permit and a Historic District Commission Permit Review Application;

Scaled /dimensioned drawings of signs;

- Existing historic materials should be retained and repaired if possible.
- In cases where signs will be attached to the building, include the entire building elevation;
- Color and material samples; and
- In cases of replacement, a detailed description including the colors, materials and location(s) of existing signs and justification of why the sign(s) need to be replaced.



## **Building Cleaning**

A completed City of Saginaw Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- A detailed description of the cleaning method, including the names of chemicals and the pressure of any washes or application(s);
- Brochures or specifications for cleaning agents; and a description of the surface treatment after cleaning.

## **Replacement of Historic Siding Material**

A completed City of Saginaw Application for Building Permit and a Historic District Commission Permit Review Application;

- Existing historic materials should be retained and repaired if possible.
- A brochure or other information giving the color, materials, and dimensions of the proposed replacement siding
- A written justification of why the historic siding material needs to be replaced;
- an estimate of the cost to repair and paint the existing siding;
- an estimate of the replacement and painting of the siding in matching materials;
- an estimate of the replacement of the siding with an alternate (synthetic) material; and detailed photographs showing deterioration of the original siding (if you cannot provide photos, Commission staff can take photos by appointment at your request).

## **Minor Classes of Work**

The city staff person assigned to assist the Historic District Commission may review minor classes of work as authorized by the Commission. Please note that all other types of work must go before the Commission at its monthly meeting. The following have been identified as minor classes of work that can be reviewed by the city staff person.

1. Gutter and downspout replacement provided that:

- (a) historic materials such as copper are not being removed and replaced, and
- (b) the design of gutters and downspouts are the same as the original, and the routing of the downspouts is in the original locations, and
- (c) the colors meet the terms and conditions of the Saginaw Historic District Style & Color Guide.

2. Re-roofing of an asphalt shingle roof with new asphalt shingles, provided that the shingles are of the same color and texture resembling historic roofing materials used in the district and that are compatible to the time period/architectural style of the structure in question, where that information is known; .

3. Window and/or door replacement, provided that the design and material(s) conforms with the original; where the existing door or window is not original to the structure, the replacement should be compatible with the architectural design of the structure;

4. Storm window and/or door installation provided that;

- (a) mullions, muntins, and meeting rails of storm windows conform to those of the prime window, and (b) the design and materials of the storm door reflect those of the primary door;

5. Window or door boarding, provided that;

(a) the boarding up of window(s) and/or door(s) is temporary and for the protection of the building, and (b) the boarding is painted a dark color such as black or brown;

6. Replacement of the fabric of existing canvas awnings provided;

(a) that the new canvas is not plastic or vinyl coated or does not appear to be so; and

(b) the color is appropriate to the trim colors on the building;

7. Replacement of an existing fence pieces provided the type, materials, and height matches the existing fence;

8. Reconstruction of small areas of existing porches; provided;

(a) the materials and design match the existing materials and design.

9. The replacement of rotting boards on exterior siding, porch floor or steps; provided the same or similar materials are used.

10. Touch-up painting of small exterior areas will be considered routine maintenance; provided the same colors are being used than no Commission or City Staff approval is necessary.

(a) If completely changing the color of the structure and architectural details and the selection of a color palette is used from these guidelines that is appropriate to the time period/style of the structure or from a historic color palette from any major paint manufacturer, City Staff for the Commission may approve the color scheme without having to go before the Commission.

(b) A photo of the existing paint scheme shall be provided at time of staff approval.

11. Erection of a temporary, chain link construction fence for a period that does not exceed nine (9) months.

12. The removal of dead, diseased or damaged trees with a written statement from a professional service or arborist.

In accordance with PA-169 you must fill out an application before work commences whether or not work is staff or Historic District Commission approved.

This list is not all inclusive. If you do not see your project on these lists, your proposed work must be approved by the Historic District Commission.

## **ANTENNA AND SATELLITE DISH GUIDELINES**

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The placement of radio, television, and other communication antennas on structures in historic districts is work that is regulated by the City of Saginaw's Historic District Ordinance. Any proposal for the installation of antennas in a historic district shall meet the following applicable conditions:

Antennas shall be placed so that they are inconspicuous from the public right-of-way and do not damage or obscure character defining features.

A. Significant architectural details shall not be removed, damaged or covered by the installation of any antenna.

- B. Any type of dish antennas shall not be attached to the facades of buildings nor mounted on roofs in such a manner that they are visible from the street. It is recommended that dish-type antennas be placed on other buildings, such as garages or on the surrounding grounds, where their presence can be screened from the street by landscaping.
- C. Antennas placed on surrounding grounds shall not occupy front or side yards. When the only alternative available is to mount them on a historic building, antennas must be out of the line of sight when viewed from any street.
- D. Antennas shall employ colors that tend to mask their appearance and that are appropriate to colors of structures they are mounted on.

Example of **INCORRECT** installation



## **+FREQUENTLY ASKED QUESTIONS – Residential -**

### What can I do to the inside of my house?

The Commission does not regulate changes to the interior of a building, unless the interior changes affect the exterior appearance or structural integrity of the property.

### Do I need approval to paint my house?

Yes and no. Any exterior changes to a property must be approved by the Historic District Commission. The Historic District Commission does not tell you what colors but may make suggestions based on the historic nature of the home. Small areas needing touch-up with the same color are considered routine maintenance and may be completed without Historic District Commission approval. Entire color scheme changes that follow historic color palettes in the guidelines or from major paint manufacturers do not need Commission approval and can be approved by City Staff. Changing colors not in historic color palettes will need Commission review and approval.

### How do I know what colors to paint my house?

The Commission has a publication called Saginaw Historic Districts Style and Color Guide that gives the acceptable colors depending on the style of the house. Color charts and instructions are available online.

### Does the Commission review what I do to the back of my house?

Yes. The Commission is required to review all exterior changes, including those not visible from the street. The entire house, garage and yard contribute to the historic character of the district.

### What if I need to replace a board or two on my porch floor/steps?

Existing historic materials should be retained and repaired if possible. Small areas that need attention are considered routine maintenance and may be repaired without Historic District Commission approval if the materials are the same type, width, dimension, etc. and don't change the appearance of the porch. If the area encompasses larger sections of the floor or major sections of steps, rails, columns, etc., then it is considered 'work' and must be approved by the Historic District Commission.

### What if I need to replace some rotten or weathered siding?

Existing historic materials should be retained and repaired if possible. As long as the area to be replaced is small and you are replacing with the same or similar materials it is considered routine maintenance and may be completed. If the area encompasses larger sections of the wall surface then it is considered 'work' and must be approved by the Historic District Commission.

### How does the Commission decide whether to approve my project?

The Commission is required to use *The Secretary of the Interior's Standards for Rehabilitation* when deciding whether work is appropriate in a historic district. The Standards are available at city hall, on the city website, and at the end of this document.

### What if I do work without getting a permit from the Historic District Commission?

If you proceed with work on a historic resource without HDC or city staff review, the city will issue a stop work order until your plans are reviewed. Fines and fees may also be assessed. If the work you've begun is determined to be inappropriate, you may be ordered to "undo" it – removing new material and reconstructing or replacing old.

How can I find out more?

Contact us through the City of Saginaw Planning and Zoning Division at (989) 759-1303 or the call center at (989) 399-1311. You may also visit the office at Saginaw City Hall or visit the city website at <http://www.saginaw-mi.com>

This booklet is not to be considered ‘all inclusive’ as the Department of the Interior may change rules and guidelines.



## Design Guidelines for Commercial Buildings

*The goal of these guidelines is to give the property or business owner a better understanding of appropriate rehabilitation or new construction to commercial buildings in historic districts. These guidelines are used by the Saginaw Historic District Commission in conjunction with “The Secretary of Interior Standards for Rehabilitation” to review proposed alterations or new construction in locally designated historic districts containing commercial properties. Each application is considered and reviewed on a case-by-case basis. The Saginaw Historic District Commission may allow exceptions to the stated guidelines if the Commission views such exceptions to be beneficial to the overall appropriateness of a proposal.*

The City of Saginaw is to some extent still an industrial city though to a much lesser degree than thirty years ago. The city grew as the lumbering industry cleared the forests of northern Michigan. The enormous wealth and seemingly inexhaustible supply allowed Saginaw to become the lumbering capital of the world. The peak year of 1882 saw 1,001,274,905 board feet of timber cut in the mills along the Saginaw River.

By the early 20<sup>th</sup> century, Saginaw was becoming home to the factories and foundries of growing automobile industry. Larger commercial buildings in Saginaw began to appear between 1886 and 1941. At the turn of the century, one and two-story wood frame buildings were often demolished to make room for commercial buildings of brick, terra cotta, or stone facades. Many of these new buildings reached heights of 6-8 stories tall with the largest reaching thirteen.



# Commercial Design Guidelines for Alterations and Rehabilitation Work

A **commercial building** is defined as a roofed and walled structure built for permanent use and is occupied with or engaged in commerce. It may have a combination of retail, office and residential uses on several floors.

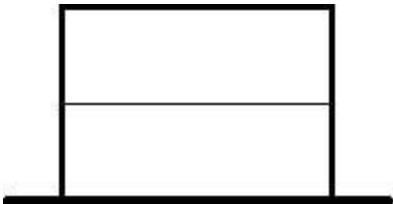
The most popular building forms found in the city are *One-part Commercial Block*, *Two-part Commercial Block*, *Stacked Vertical Block* and *Two and Three-part Vertical Block*.

**One-part  
Commercial Block**



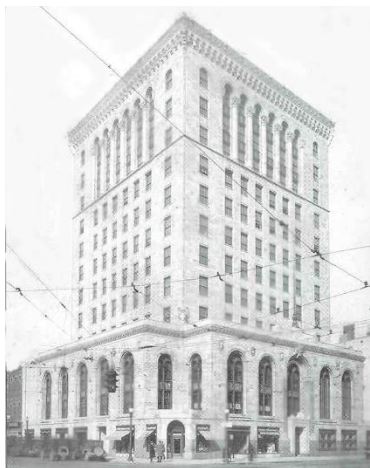
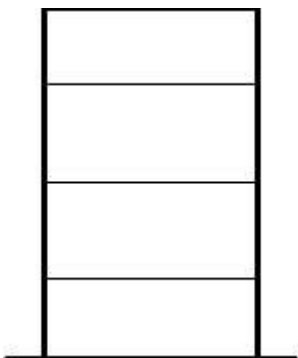
The **One-part Commercial Block** consists of an attached or freestanding one-story structure with a simple box or rectangular plan and a highly-decorated façade.

**Two -part  
Commercial  
Block**



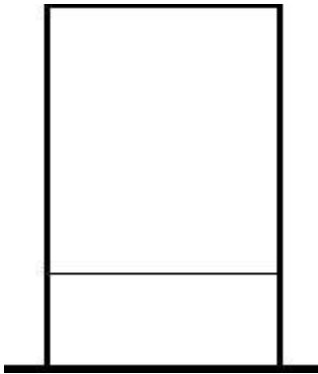
The **Two-part Commercial Block** refers to buildings of two to four stories. The façade is often separated into a commercial use on the first floor and office or residential use on the upper floors. The first floor is designed to be inviting with large picture windows and doors to display what the store has to offer.

**Stacked Vertical  
Block**



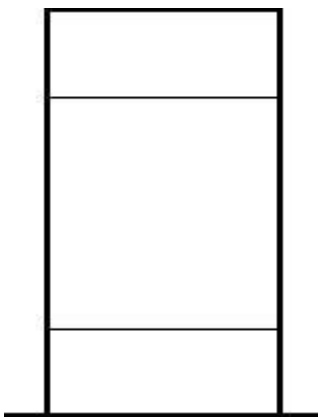
The Stacked Vertical Block refers to buildings with 5 or more floors with at least three individual divisions in design, more ornate and highly decorative on the first floor and simpler designs above.

### Two-part Vertical Block



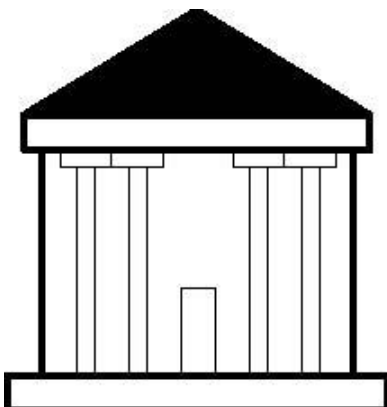
The **Two-part Vertical Block** is similar to the two-part commercial block in that it has two distinct zones and is typically a minimum of four stories in height. The bottom portion can be one or two stories but the rest of the floors take on a uniform appearance. The upper portion often receives more attention to detail unlike the two-part commercial block where the upper floors are typically not emphasized.

### Three-part Vertical Block



The **Three-part Vertical Block or Tripartite Construction** is similar to the two-part vertical block but with the addition of one more zone. The lowest zone with its own design, the next few ascending floors with a symmetrical design pattern and the uppermost area having its own design but with more or less detail than the middle section.

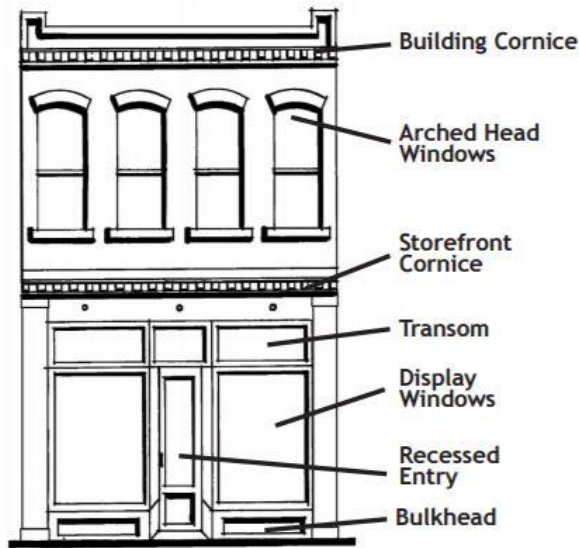
### Temple Front



The **Temple Front** style is two or three stories tall with a Greek or Roman feel, sometimes modeled after a specific Greek temple. Two types were found. The **prostyle** would contain a portico of four or more columns extending across the façade. The **distyle in antis** had a recessed entrance fronted by twin columns set between sections of end framing walls. The buildings were not just used for commercial use but for libraries, museums, banks, religious buildings, and shopping arcades.

## Elements of a Storefront

### Typical Storefront Details



The original storefront shall be retained. Window and door design shall not be altered.

If an owner wishes to restore a building façade, historic photographs should be consulted in order to determine the appropriate size, configuration, materials, etc., based on the original design. If photographs are not available the new storefront should be in keeping with other storefronts in the area, in size, shape, style, and it must be compatible with its own building design.



This two-story, two-part commercial block shown above has been entirely covered with vinyl siding. This is an example of what **NOT** to do. Often, the original historic materials can be found under the modern siding.



**Material:** *the substance in which the building is constructed or covered.* Any repairs should be undertaken with original materials or those that match the original as closely as possible.

**Windows:** *any opening in a wall for the admission of light and can be opened or closed.* Window openings should not be filled in, reduced, or enlarged on the façade and street elevations. Windows should be repaired rather than replaced. If done, replacements should match the original materials, size, shape, and pane configuration.



Do This



Do Not Do This

Keep windows open. Do **NOT** block windows with brick or other materials.

**Signs:** within the district require a Certificate of Appropriateness and should serve primarily for identification purposes. The size and shape should be compatible with the architecture of the building it is attached to. Signs should be placed in historic sign locations. Signs may lay flat on the façade and should not destroy or cover any architectural details. Property addresses should be clearly displayed either on the sign or on the building itself. Temporary signs shall be approved for a specified amount of time. Signs must conform to city of Saginaw sign ordinance.

**Lighting** Back lighting of signs is not appropriate. Neon signs should be located on the interior of the windows only unless it can be determined that neon had been used on the building in the past.

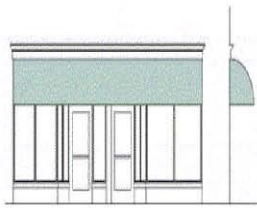
**Handicap Accessibility** Historic properties are not exempt from, The American's with Disabilities Act of 1990, ADA, but the law does recognize the national interest in preserving historic properties. The law requires that all-new, public and commercial buildings and facilities be accessible to people with disabilities. If existing elements, spaces or common areas are altered they shall be made readily accessible and that all barriers in existing buildings and facilities be removed on an ongoing basis when it is readily achievable to do so. Wheelchair ramps should be located at a secondary entrance or designed to have the least visual effect on the building and or setting. Ramps can be integrated with existing stairs without a major impact. Materials used for ramps should be compatible with existing material on the building. Please consult National Park Service Preservation Brief # 32 for more information.

[www2.cr.nps.gov/tps/briefs/brief32.htm](http://www2.cr.nps.gov/tps/briefs/brief32.htm)

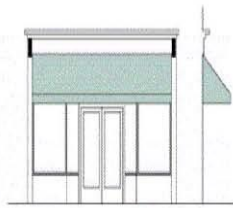


**Canopies or Awnings:** *a roof-like structure attached to a building above windows and doors, projecting over the sidewalk often providing cover.*

Any canopy added to the façade or side of the structure shall be appropriate to the time period and style of the building and be constructed of similar materials. Glass, metal or aluminum awnings shall NOT be used unless it is in accordance with the time period. The canopy shall not change the size of the building, nor cover or destroy any distinctive architectural features of the main façade. The Commission encourages the use of self-supporting awnings/canopies.



Do Not Do This



Do This



**Masonry Cleaning:** *Methods to clean masonry such as brick, stone, concrete and tile. All cleaning should be done with care and use the “gentlest means” possible. Sandblasting is NEVER recommended. Refer to masonry cleaning guidelines at the end of this document.*



Lack of maintenance, improper cleaning and improper repair work can cause deterioration of brick and mortar joints.

**Painting:** *coloring or coating of a surface. Paint colors should reflect the historical age and style of the building and show the best features of the design.*

**Utility system installation:** *air conditioning units, cooling systems, heaters. Mechanical systems should be inconspicuously placed on roofs or sides/rears of buildings, not visually obvious.*

**Walls & Fences:** *Any living natural planting or man-made structure not integral to any building, used as a barrier to define boundaries, screen off or enclose a portion of the land surrounding a building. Fencing used to create outdoor commercial spaces, such as for dining, shall be removable and shall be a style, height, material, color, and in a location that is compatible with the historic building and district.*

**Parking:** Consult and adhere to zoning ordinance. Rear parking is strongly encouraged especially with new infill construction which shall be built along the sidewalk with no setback in keeping with the historic nature of the district.

**Demolition:** *the act of tearing down or razing a structure.* Demolition should be a last resort. Demolition should only occur if the owner or the City of Saginaw can demonstrate to the commission that the building cannot be reused or is structurally unsound and unable to be stabilized.

**Commercial Buildings - New Construction/Additions:**

New construction / additions should be compatible with respect to the following:

**Materials:** type, color, texture and scale should be compatible with the surrounding area.

**Scale/Massing:** relationship of the buildings parts to each other and to the surrounding buildings be compatible with:

**Form, Fenestration:** Rhythm, placement of windows and doors should be compatible with the surrounding area.

**Detailing:** architectural elements such as cornices, lintels, sills, storefronts and masonry patterns should not create a false sense of history, but be compatible with the surrounding area.

**Height/Size:** should be compatible with surrounding/adjacent buildings.

**Setback:** the distance between the property lines and building walls and the relation to surrounding structures should match surrounding area.

**Landscaping:** Shall be compatible with the landscaping in the district.

**Parking Location/ Site Planning:** Parking should be preferably behind buildings where buildings come to the sidewalk.

Traditionally in commercial and historic districts, buildings were built along the street with parking on the street or in a rear parking lot. Modern commercial buildings offer parking lots in front and the actual store is at the rear of the lot. While the second style has been accepted in the suburbs it is strongly discouraged in the urban landscape and not allowed in historic districts. Infill structures must align with zero lot lines and of historic buildings and flush with the sidewalk. There is no other option.



This is an example of the traditional method. The building's façade is only separated from the street by a sidewalk and is flush with existing adjacent buildings. Parking for this building and others is available in back of the building.

The building also relates in width, height and construction materials. Surrounding buildings are generally one to two stories in height and two to four bays wide. This new construction is two-stories tall and five bays wide. Although the building doesn't have a traditional storefront because of its intended use, it does have a series of picture windows along the first floor and an inset door for the main entrance. A symmetrical pattern of double hung windows is located on the second floor. The building uses two of the prominent materials in the district, brick and stone. The building has a brick veneer with stone sills, lintels and a decorative nameplate above the main entrance. By looking at the building you can see that it is new construction, it doesn't exactly mimic the style of adjacent buildings but is simple and plain enough that is compatible to the district.



Parking in back of the building

The new construction below is an example of what should not be allowed in a historic district. This shows how a new structure built on a vacant urban lot is **NOT RECOMMENDED** for any historic district. It is inappropriate for a commercial historic district and does not meet the Secretary of the Interior Standards. The design is inappropriate as is the building setback from the street and the off-street parking situated in front of the building on the street side.



**Additions / Rooftop Additions:**

Rooftop additions must be setback from the front of the building wall so they are not visible from the street below.

## Masonry Cleaning Guidelines

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*"The surface cleaning of structures shall be undertaken with the -gentlest means possible." (The Secretary of the Interior's Standards for Historic Preservation Projects)*

*The Historic District Commission generally approves of the inclusion of exterior masonry cleaning for the rehabilitation or restoration of an historic structure, provided that the cleaning technique used will not cause damage or permanent alteration to the historic structure. The natural weathering and discoloration of masonry materials, patina, is to be respected as the appearance achieved as a result of the original designers' selection of exterior materials. The Commission discourages the use of any cleaning technique that would totally remove this natural patina from an original building material. The Commission does not discourage the removal of surface grime (airborne dirt and pollutants), or stains resulting from failure of drainage systems, graffiti, etc.*

### Definitions

I. For the purposes of this policy, the term "masonry" is understood to include all brick, stone, stucco, terra cotta, ceramic tile and cement exterior finish materials.

II. The term "cleaning technique" is meant to encompass all aspects of a masonry cleaning method including; type of cleaning agent, type of rinse, method and/or pressure of cleaning agent and rinse applications, and all other actions or precautions taken to insure the proper and safe utilization of a particular cleaning method.

III. For the purposes of this policy, the term "abrasive cleaning" is meant to include all cleaning techniques that physically abrade the building surface to remove soils, discolorations, or coatings. Such techniques involve the use of certain materials which impact or abrade a masonry surface under pressure, or abrasive tools and equipment. The following materials are some examples of abrasive substances that are applied through a stream of high pressure water or air:

Sand  
ground slag or volcanic ash  
crushed walnut or almond shells  
rice husks  
ground corncobs  
ground coconut shells  
crushed eggshells  
silica flour  
synthetic particles  
glass beads  
micro balloons baking soda

The use of water under high pressure can also be an abrasive material under certain circumstances.

The following are some examples of tools and equipment which are abrasive to masonry surfaces:

wire brushes - rotary wheels - power sanding disks - rotary or belt sanders

## Purpose

The Historic District Commission sets forth this policy statement for the purpose of assisting property owners and building contractors in planning an appropriate rehabilitation of structures located within an historic district.

## Building Permit Applications

The Historic District Commission shall review all building permit applications proposing the cleaning of a masonry surface as individual cases. No person should interpret any Commission approval of a cleaning technique for an individual structure as being precedent setting, thereby allowing the unrestricted use of that cleaning technique. Each building permit application for masonry cleaning shall be reviewed and decided on the basis of the cleaning technique proposed, and the type and condition of the exterior material to be cleaned.

In all cases where masonry cleaning is proposed, the following information is required as part of the application for a building permit:

A. The property owner shall submit an explanation as to the reason or desire to clean the masonry surface(s) of their building.

B. The property owner or building contractor shall submit a detailed written description of the cleaning technique to be used. This description is to include:

1. An exact description of the cleaning agent to be applied. If a chemical cleaner is proposed, then the proper nomenclature of the chemical must be specified (in addition to brand name). The pressure and/or method in which the cleaning agent will be applied must be specified.

2. If a rinse is called for, a description of the rinse, and the pressure and/or method in which the rinse will be applied, must be specified.

3. Pressure specification are to be expressed in pounds per square inch (PSI) exerted at the nozzle of the instrument (wand).

C. An exact description and location of the exterior materials that are to be cleaned and photos of the existing condition are required. This description should include an analysis of the existing condition of the exterior materials to be cleaned (i.e. cracked, spalling, open joints, patched, etc.).

D. A test patch, located on a small area (maximum of 9 sq. feet in an inconspicuous spot), is required to be performed prior to processing of an application for masonry cleaning. This test patch is required regardless of the cleaning technique being proposed. Approval of a building permit application can only be obtained after this test area has been inspected by the Commission's staff, and the cleaning technique has been found to be non-detrimental to the structure.

In those cases where more than one type of material is to be cleaned, or where different textures exist on the same material, a test patch will be required for each of the materials and/or textured surfaces involved.



The Commission's staff shall review all submissions and shall only process an application once all of the above described information has been submitted and the staff has determined that the application sub-mission is complete.

### Guidelines

Any proposal for masonry cleaning shall meet the following applicable conditions:

A. Abrasive cleaning will not be permitted on exterior masonry surface.

B. Chemical cleaning is permissible provided:

1. That the cleaning contractor submit written guarantees stating that any damage that might be caused to adjacent glass, stone, brick, stucco, wood, paint, foundation plantings (landscaping) or other building or plant materials, shall be repaired in an appropriate manner as determined by the Historic District Commission. If the contractor gives financial remuneration to the property owner in lieu of making physical repairs, the property owner will then be responsible for making those repairs. A set time limit for completing these repairs may be given by the Commission.

2. That the cleaning method proposed is not one that is known to cause damage to the type of material that is intended to be cleaned.

C. High pressure liquid cleaning will be permitted if it is shown (by means of a test patch) that the proposed amount of pressure will not cause abrasive damage to the materials it is to clean.

D. Any cleaning technique that involves the use of pressure applied water as a cleaning agent or rinse, shall not be scheduled for performance during periods of weather where freezing temperatures are prevalent. Scheduling of such work should allow at least two calendar weeks for the proper "drying out" of the cleaned masonry surfaces prior to the onset of freezing weather conditions.

Generally, wet cleaning should only take place between April 15 and November 1 of any given year.

E. Necessary masonry repairs (i.e. tuck pointing, stucco patching, crack repairs, etc.) are to be satisfactorily completed prior to cleaning the masonry surface. This measure will help safe-guard against possible damages that could be caused by the cleaning technique. A masonry surface must be in a state of good repair before cleaning is attempted.

F. In preparing to repaint masonry, stripping should only occur where the paint can be easily removed, without damaging the underlying masonry. In any other instance where paint stripping cannot be performed without causing damage to the underlying masonry surface, repainting is the only appropriate solution.

### Recommended Techniques

A. Abrasive cleaning will not be permitted for use on exterior masonry,

B. With the exception of certain detergents, chemical cleaning is not recommended for most stone and stucco surfaces. Some stone tends to be stained by chemical cleaners, while the fragile nature of stucco restricts the use of chemical cleaners to only those areas that are in good condition and not showing signs of deterioration. A water rinse is required whenever a chemical cleaner is to be used.

C. Stucco or stone surfaces are best cleaned by use of a mild detergent and a low-pressure water rinse, or with the use of plain water applied at low pressure. This method can also be used on most masonry surfaces where harsher methods of masonry cleaning could cause damage to the masonry.

D. Where approved masonry cleaning techniques do not achieve the desired results on painted stucco, repainting is recommended.

E. High temperature water or steam cleaning can usually be used successfully on all masonry surfaces. Appropriate repairs should be made, where needed, on the masonry surface prior to employing this cleaning technique.

F. It is recommended that the required test patch be allowed to weather through a complete cycle of seasons (one year) in order to determine the long-range effects of a cleaning technique.

F. Proper safety precautions should always be taken to protect equipment operators, surrounding building materials, surrounding landscape materials and the general public from the hazards inherent to the specific cleaning technique being used.

H. Paint stripping from masonry surfaces that were either painted originally, or early in the building's history, should not occur unless *removing damaged or deteriorated paint to the next sound layer* in preparation for repainting. Painting of masonry buildings was usually done to conform to the style influences of the period, or to assist in weather-proofing and protecting a poor quality masonry material. Either or both of these reasons is adequate cause to not permanently remove paint from the surface of a building.

I. A poultice can be used for spot stain removal. Made of a chemical specific for the type of stain or water and a binder such as fuller's earth or sawdust, a poultice is applied directly to the area. The stain is drawn into the poultice as it dries and pulls away from the wall.

For further Information:

*The Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings*, Standard #7

Preservation Briefs available from the National Park Service: #1 "The Cleaning and Waterproofing Coating of Masonry Buildings", #6 "Dangers of Abrasive Cleaning of Historic Buildings" and #38 "Removing Graffiti from Historic Masonry"

"Keeping it Clean" by Anne E. Grimmer, U.S. Department of the Interior. PRG Inc. Box 1768

Rockville, MD 20847-1767, (301) 309-2222



## Security Bars and Security Lighting Guidelines

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The Historic District Commission is aware that many residents of historic districts are concerned with the security of their home and may be interested in taking measures to improve it. Before investing money in work that may be inappropriate you should obtain a Security Survey and a Building Permit. The Security Survey will advise you of measures that will be most effective in protecting your house. A permit is required to do any work that changes the exterior appearance of a building in a historic district. This includes such work as adding security bars, replacing original doors with steel door, installing fencing, flood lighting, etc.

The Historic District Commission is opposed to the use of iron bars and grating on residences in historic districts. In most cases, there is a wide enough selection of security devices and strategies available to afford adequate protection of property without installing such materials. The Commission's opposition to the installation of security bars on historic residences does not mean, though, that the use of this hardware is absolutely prohibited. The point is that the installation of bars will not receive blanket approval.

The commission recommends the following strategies for strengthening window and door security without resorting to the use of security bars. A lighted and locked house is always a good course of action.

1. Shrubby should never block the view of the front door because this allows an intruder privacy to gain entrance without detection. You should keep shrubbery trimmed back from doors and windows. In some cases, shrubbery with thorny foliage can be used to deter access when planted around the lower level of windows while adding visual beauty to your home. For a list of such plants contact the Historic District Commission.
2. In glass paned doors, if the glass is within 40" of the locking hardware, a key-locked deadbolt with double cylinders and hardened cylinder guards should be added for additional security. Tamper proof locks and dead bolt locks should also be considered when reinforcing doors.
3. The installation of storm windows is also another security measure. Storm windows can attach to the window or molding. In this case storm windows should match window orientation and the trim in color. Security doors can be added to the façade but shall have minimal framework as not to cover the historic elements of the door. Security doors should fit the opening of the door. Door openings should not be altered to fit a new door.
4. Adequate lighting of the entranceway should be provided on the interior as well as the exterior. The best location for exterior lighting is under the eaves.

If a person was to choose to install exterior lighting you should evaluate where the lighting is needed to illuminate dark areas or areas susceptible to break-ins. **Motion activated lighting** is popular and come in a variety of *traditional* designs which would be compatible to your historic home style or commercial building. Some motion activated lighting units also come equipped with an indoor audible alarm which will alert the homeowner of a would-be perpetrator. When positioning lights, one should take care not to shine lights on surrounding properties or in surrounding houses. Other types of lighting can also focus on the ground level or walking paths.

- A- Rear lighting with possible indoor alarm.
- B- Exterior lighting at the garage with outdoor alarm.
- C- Ground lighting.
- D- Porch lighting.

The installation of security bars across window and door openings that are not directly exposed to public view will be allowed, i.e. side and rear elevations and rear entrances **if** other measures prove to be inadequate.

Installation of metal bars in doorways and windows is discouraged where they are not appropriate to the architecture of the building. However, security bars will be allowed over basement windows.



These security bars in the picture to the **left** are located on the basement window on the facade of a house. They are not original yet pleasing to the eye.



In the left picture a screen was added to cover security bars. This also allows for security and proper ventilation if the casement window was to be opened. You can also notice how the bars were painted to match the window frame.

Installation of metal bars for security reasons may be permitted providing:

They are not readily visible from the street.

They are installed so as not to damage architectural elements of the building, normally installed inside the window/door is preferable. Installation of interior security bars is not required to be reviewed by the Historic District Commission.

\* Installation of security bars **must** comply with fire, safety and all other regulations.

### As a Reminder



Security bars may keep your family safe BUT they may also trap you in. Iron security bars can pose a definite safety hazard to occupants in the event of fire. If security bars are used they should have a quick release device to allow them to be opened immediately in an emergency. The security bar should be easy to open without the use of a key, detailed knowledge or great physical effort.



This is an example of inappropriate security measures on a residential structure. Notice the roll door completely covering the windows which hides the historic feature.

**COMMERCIAL BUILDINGS** Commercial Buildings also suffer security problems. Any changes to the exterior of the building have to be approved by the Historic District Commission.

\*Retractable roll down and scissor type (existing) gates are allowed whereas the casing in which it is stored is painted to match the building or covered by an awning. These security gates must be retracted or opened during business hours.

\*Lighting should be used in alleyways.

\*Security cameras are also an idea.



This storefront uses decorative security bars on the inside of the display windows.



This storefront uses the scissor type security gate to protect the entrance and windows at night and is retracted during business hours.



The uniform pattern and relationships of front lawns, building setbacks and open spaces, street trees, fencing and sidewalks contribute to a collective impression of a historic district. When historic landscape features are removed, or relocated, or elements that are not compatible with the site are introduced, site vistas are destroyed and the historic character of a district is diminished. One need only recall the great American Elm trees that formed natural green canopies over the streets of so many Saginaw neighborhoods up until the 1960s and how the

disappearance of those trees has impacted the character of those neighborhoods to understand this concept.



Archival photographs depict the historic character of many Saginaw neighborhoods as they once were. Victorian workmen's clapboard cottages and tiny front yards enclosed by wooden picket fences typified neighborhoods around the city. Solid board fence walls spanned the narrow spaces between these closely packed houses. On many streets, deep open yards surrounded elegant turn-of-the-century brick mansions and were embraced by decorative cast iron

in great expanse, and perimeter of the brick foundation walls piers. There was precedent in Saginaw of the century, much of scrap effort. What fashion as the post and more affordable fencing became 1920s, replaced by a fenceless fencing remains or the historic districts makes trees did and has the same impact when removed, relocated or erected without historic precedence.



fencing, erected close to the facade around flower gardens, or at great expense, around the property, characteristically on running between brick never, however, a strong fencing neighborhoods and after the turn the iron went the way of the WWII fencing remained went out of WWII period introduced newer materials. Attitudes changed and virtually non-existent after the move toward broad green, expanses. Yet, what little historic lack of fencing that exists in our the same contribution as the elm

Today's homeowners in historic districts face challenges that require remedies that often differ from the historic dictates, i.e. what fencing may or may not have existed. The Design Guidelines for Fences and Hedges are proposed to offer the homeowner guidance in the introduction of new construction or replacement with new materials while protecting those elements of a historic district that have been identified as significant in defining the overall historic character of the neighborhood.



*For the purpose of these guidelines, fencing shall mean any living natural planting or human-made structure, not integral to any building, used as a barrier to define boundaries, screen off, or enclose a portion of the land surrounding a building.*

The recommendations of *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* must be followed prior to the removal, replacement or construction of any fencing element in the landscape of the historic district. A link to the standards is listed in the References section of this document.



### **Where Historic Fencing Exists**

- Do not remove historic fencing, walls, or other fence elements.
- Retain historic fencing materials including metal, brick, stone and wood and the masonry of walls. Maintain and preserve all historic features, including rails, posts and newels, finials, railings, columns and piers, coping and walls. Care for and appropriately maintaining historic hedging and living fencing. Each of these elements conveys architectural and historical character through texture, ornamentation and design.



- Repair is preferred over replacement. Repair deteriorated sections of historic fencing and walls with materials of a matching design, texture, and color whenever possible. Replant areas of historic hedging with a matching species.
- Replace only portions of fencing exhibiting significant deterioration, leaving all sound portions intact. Substitute materials, such as aluminum for wrought iron, should be visually and physically compatible with the remaining historic fencing or wall material and should be installed only when in-kind replacement is unaffordable.
- Use materials that match existing sections of historic fencing or walls in material, detail, color, texture and height when carrying out limited replacement or repair projects. If an exact color or texture match cannot be made, a simplified design is appropriate.



- For masonry walls, do not replace sections of historic brick with brick that is substantially stronger. Re-point with an appropriate mortar mixture that is no harder than the original historic mixture. Re-point only those joints that are no longer sound; large-scale removal of mortar joints often result in damage to historic masonry. Match historic joints in

color, texture, joint size and tooling when repointing.

- Use historic, pictorial or physical evidence to reconstruct severely deteriorated or missing fencing, walls, or fencing elements.
- Fencing, walks or other landscape features that use new or salvaged material to create a conjectural or falsely historical appearance are inappropriate and should not be undertaken.
- The removal of existing historical fencing should only be undertaken as a last resort. Natural or architectural fence elements that are slated for reconstruction or replacement should be photographically documented prior to removal of any historic fabric.

### **Historic Hedges or “living fences”**

Hedges shall abide by the same rules governing other fencing types in local historic districts for heights and locations.

### **New Fencing**

Approval is necessary by the Historic District Commission

Permits for fence construction must be obtained from the Inspections Department and are subject to review by the Historic District Commission. The Historic District Commission may allow exceptions to the stated guidelines if the Commission views such exceptions to be beneficial to the overall appropriateness of a fence application proposal.

Fencing must be properly installed according to City of Saginaw codes and regulations.



New construction of fences or walls should be designed to minimize impact to the historic fabric and should be compatible with the site in setback, size and scale to protect the historic integrity of the property and its environment.

New fences or walls should be designed to complement the style, design, color and material of the historic building(s) and its features.

New fencing or walls should be removable without impairing the essential form and integrity of the historic property.

Fencing other than lot line fences (e.g. dog runs, etc....) shall be located in such a way as to be concealed from public view from streets and alleys.

No slats or other material may be inserted or attached to chain link or other open fencing.

**Any proposal for the installation of new or replacement fencing shall meet the**

## **following application considerations:**

### **Allowable Types:**

- Wood – flat board, picket, post & rail. Stockade fencing is not allowed.
- Wrought iron, cast iron and aluminum replicating wrought iron
- Vinyl – replicating allowable wood and iron fence types
- Brick and stone – masonry foundations, piers and fence walls. The material of any masonry wall should be compatible with that of the building it abuts.
- Hedges – size, location, and height must conform to fence size, location, and height. See section entitled “historic hedges or living fences”



### **Allowable Locations:**

Side yard and across side lots, even with the front face of the house (setback line).

The side yard alone at the front face of the house, the back face or at a point between.

Rear yard, from the back face of the house to the rear property line (can be considered with the side yard as well).

Front yard fencing is not allowed except on a corner lot and then only from the front face of the house on the side of the public right of way to the front walk.

- Established property line patterns and street and alley widths must be retained.
- Front yard and full perimeter fencing will be allowed only in districts where such fencing has been shown to be contextual in that district's Element of Design. Front yard fencing is allowed on corner lots along the walk adjacent to the side lot line from the front face of the house to the front corner (see below)

### **Allowable Heights:**

6' side lot lines, at the front face of the house

8' rear property line

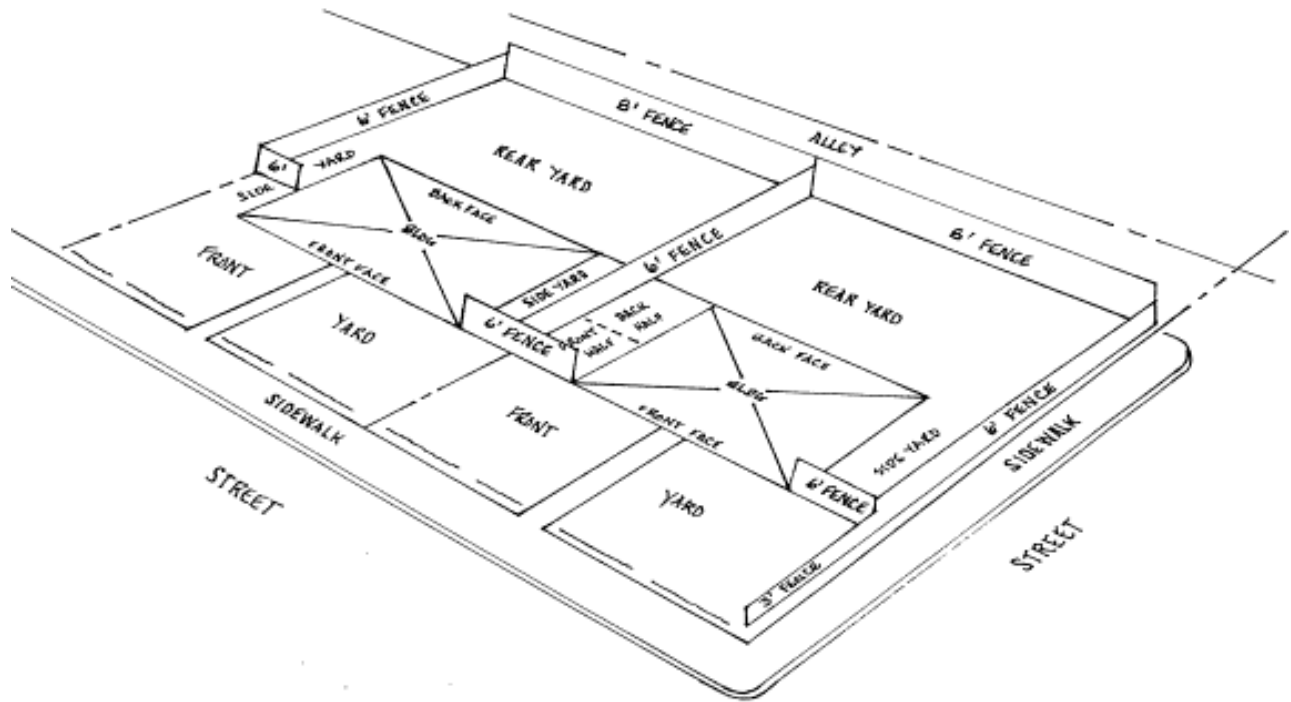
3' front yard -- cannot be solid.

### **Allowable Colors:**

The most common colors for historic fencing are: black, white, green, natural wood, and brown.



Optionally, the color of the fence could be a color complimenting the colors of the house and comparable to the colors found in the Saginaw Historic Districts Style and Color Guide Systems A through F (as available from the Historic District Commission).



## Paint and Color Guidelines

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The Saginaw Historic Districts Style and Color Guide was developed according to the study of architecture styles in designated historic districts and the determination of historically accurate colors for those houses. A basic classification system was developed consisting of twenty-three architecturally stylistic classifications and six color systems. These twenty-three classifications include composite and miscellaneous categories so that every building receives a classification number and corresponding color system.



Paint colors should reflect the historical age and style of the house, show the best features of the design, and represent the current owner's taste.

A house of one period rarely looks good with colors of another period. For example, an 1870's brick or stone house requires a dark sash so that the windows will appear to recede into the facade. A white sash, as would be seen on a Colonial Revival style house of c.1910, makes the windows stick out, thus projecting

outward, changing the relationship between the walls and the window openings.

There should be some thought given to the styles and colors used by owners of other houses on the street or throughout the district. By ignoring the historically appropriate palette for house style and district period, the owner risks injecting a discordant note into the neighborhood that may directly influence the appearance and property values of the entire area.

When dealing with historic neighborhoods, it is safer to select colors that are contemporary with the date and style of the house, leaving 'modern' colors for simpler and often characterless suburban homes. This method of selecting colors does not mean that every house in a neighborhood or of a particular period and style should be painted the same color. There is a wide range of attractive color which may be combined in hundreds of ways to provide for individuality with overall neighborhood continuity. All of these combinations are based on colors known to have been available and used in Saginaw throughout the 19th and 20th-Centuries.

### Color Systems

Nearly all houses built in America prior to World War I were intended to be "defined" by the trimming color(s). Trim color is used to define wood elements such as corner boards, cornices, and outlining belt courses along the siding. All of these elements are usually painted the major trim color to provide contrast or definitions to the body color. In the same fashion, the vertical and horizontal elements of the porches are painted to provide an outline of color in contrast to the body siding.

- **Unpainted brick, stone, or stucco buildings:** The trim will be one color to provide contrast to the masonry while harmonizing well with the color of the brick, stone, or stucco.

- **Frame or masonry buildings:** The gutters and downspouts should be the same color as the trim to which they are attached.

After the structure has been fully defined in the trim color, additional colors may be introduced if appropriate to the system being followed. A good guideline to follow is: the simpler the design of the structure, the fewer colors used.

- When the **brackets** are fabricated from three or more boards there is a recessed scroll on the sides. In those cases the recesses are usually picked out in the body color against the trim color (on a frame house) or in a slightly lighter shade of the same color (in the case of a masonry structure) to provide some contrast.
- **Sash and shutters**, however, may carry different colors from the main trim color. As a general rule, these two elements will be the darkest parts of the house. Especially for the houses erected between 1840 and 1900, the sash should be darker than the trim, usually a deep reddish or chocolate brown, dark green, olive, or even black.
- If **wooden storm windows** are available, they should be painted the sash color. **Shutters** too, should usually be darker. Occasionally, they are painted in the trim color with recessed panels picked out in a slightly lighter shade of the same color. The use of multi-color schemes appears to be rare.
- In general, **roofs** of Victorian homes were of natural materials such as stained wooden shingles, slate, or tile and occasionally metal, such as copper. The post Victorian era through the 1930s generally followed these traditional colors and even the later introduction of asphalt colors tended to imitate darker natural colors.
- **Doors**, likewise, should be stained or varnished to highlight natural wood; painted to simulate rich wood; painted the same color as the trim; or painted the same color as the sash. Generally, the doors should be of one color with little or no picking out.
- Although **wood shingles** were stained in the past, most surviving shingles have long since been painted. The colors given in the Color Systems provide an accurate color scheme for additional repainting.

### Paint Types

Today, all historic paints are recognized as semi-gloss. Any high-quality latex paint is acceptable for most house painting.

The detailed styles guide and color chart is available as a separate document.

## REFERENCES

### **Sources for Guidance on Historic Materials and Landscape Features**

Under the National Park Service Home Page Web site, <http://www.nps.gov> and related service links:

The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

<http://www2.cr.nps.gov/tps/tax/rehabstandards.htm>

The Secretary of the Interior's Guidelines for the Treatment of Historic Properties, 1995

<http://www2.cr.nps.gov/tps/secstan1.htm>

Preservation Briefs 1-41

<http://www2.cr.nps.gov/tps/briefs/presbhom.htm>

Technical Preservation Services for Historic Buildings.

<http://www2.cr.nps.gov/tps/index.htm>

For publications available through the Michigan State Historic Preservation Office:

<http://www.sos.state.mi.us/history/preserve/shpopubs.htm>

A detailed styles guide and color chart is available as a separate document.

Detroit Historic District Guidelines and Paint Guidelines

Saginaw Historic District Commission,  
1315 South Washington Avenue  
Saginaw, Michigan, 48601

January, 2018

## The Secretary of the Interior's Standards for Rehabilitation

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 a property. The new work shall 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.





## HISTORIC DISTRICT COMMISSION PERMIT REVIEW APPLICATION

All applications are due no later than Friday preceding the Historic District Commission meeting

CASE NUMBER: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

### HISTORIC DISTRICT IN WHICH PROPERTY IS LOCATED:

☐ HERITAGE SQUARE    ☐ OLD SAGINAW CITY    ☐ MICHIGAN AVENUE    ☐ SINGLE ENTITY

APPLICANT / OWNER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

### ARCHITECT / ENGINEER / CONTRACTOR'S / NAME:

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

### GENERAL DESCRIPTION OF PROJECT:

- ☐ NEW CONSTRUCTION
- ☐ EXTERIOR ALTERATIONS AND / OR REPAIRS
- ☐ MOVEMENT OR DEMOLITION OF A STRUCTURE
- ☐ SIGN INSTALLATION

### PROJECT DURATION

(You must enter dates per MI Act PA169)

START: \_\_\_\_\_

COMPLETE: \_\_\_\_\_

**Stille-DeRossett-Hale Single State Construction Code Act**

(This item **MUST BE INITIALED** for your application to be **PROCESSED**)

Public Act 169, Michigan's Local Historic Districts Act, was amended April 2004 to include the following language: *"the applicant has certified in the application that the property where the work will be undertaken has, or will have before the proposed completion date, a fire alarm or smoke alarm complying with the requirements of the Stille-DeRossett-Hale Single State Construction Code Act, 1972 PA 230, MCL 125.1501 to 125.1531."*

Please initial here: \_\_\_\_\_

**APPLICANT'S / OWNER'S SIGNATURE:** \_\_\_\_\_

**DATE\*:** \_\_\_\_\_

*\* This application will not be considered complete unless all items in the application check list are included in the packet that is presented to the Historic District Commission. Should any item(s) not be present at the Historic District Commission meeting, this application for work will be postponed until the next regularly scheduled Historic District Commission meeting when the completed application will be considered.*

**Note:**

**The completed application should be returned to the City of Saginaw Inspections Department**

*Public Act 169, Michigan's Local Historic Districts Act, states a 60 day moratorium once an application is considered complete by the historic commission for review:*

*399.209 Sec. 9. (1) The commission shall file certificates of appropriateness, notices to proceed, and denials of applications for permits with the inspector of buildings or other delegated authority. A permit shall not be issued until the commission has acted as prescribed by this act. If a permit application is denied, the decision shall be binding on the inspector or other authority. A denial shall be accompanied with a written explanation by the commission of the reasons for denial and, if appropriate, a notice that an application may be resubmitted for commission review when suggested changes have been made. The denial shall also include notification of the applicant's rights of appeal to the state historic preservation review board and to the circuit court. The failure of the commission to act within 60 calendar days after the date a complete application is filed with the commission, unless an extension is agreed upon in writing by the applicant and the commission, shall be considered to constitute approval.*

# APPLICATION CHECK LIST

## Attachments and Check All That Apply:

- ☐ Photographs depicting the historic property and existing conditions
- ☐ Site Plan - one set of scaled drawings explaining the proposal, with dimensions shown, and depicting existing and proposed elevations and site plan. The drawings should also include cross-sections, details, and specifications, as needed to accurately determine the final outcome of the project. The drawings must be legible, and a limit of one view (elevation, plan, section, etc.) per page is recommended.
- ☐ Detailed materials list, specifications, and other pertinent product information (detailing roofing, siding, foundation, doors, windows, trim, masonry, etc.)
- ☐ Window Worksheet (if applicable) – for proposed changes involving window replacement or alteration.
- ☐ Drawings of proposed sign – include size, material, and location on property.
- ☐ Other information you wish to submit or as identified during review with staff.
- ☐ All information is presented on 8 1/2 x 11" paper

Staff signature\_\_\_\_\_

APPLICANT'S / OWNER'S SIGNATURE: \_\_\_\_\_