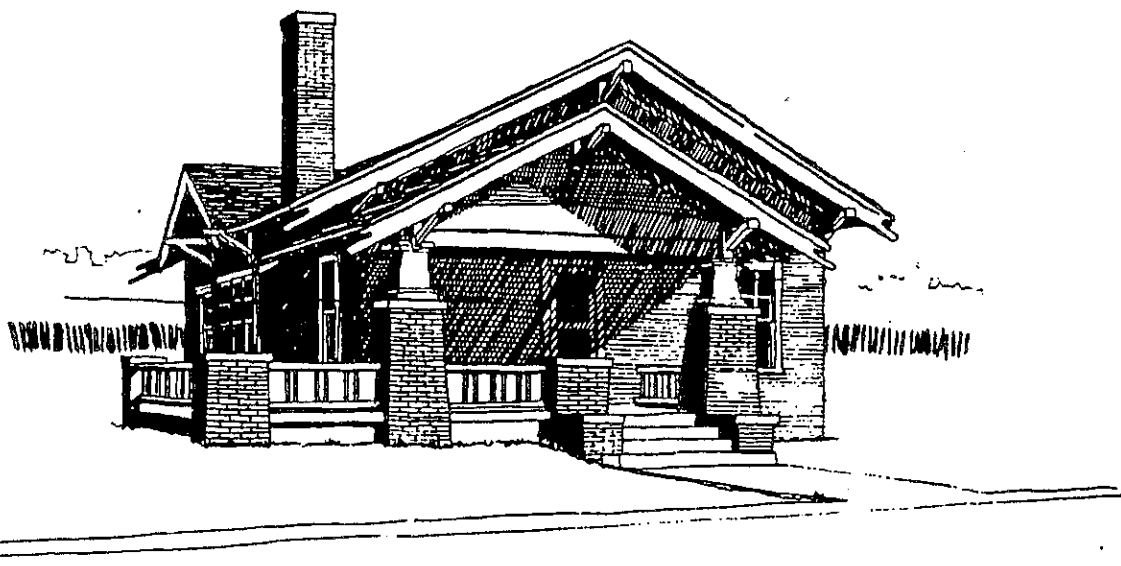


# *Administrative Review*

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## Design Guidelines

NOVEMBER, 1996

CITY OF EL PASO, TEXAS

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DEPARTMENT OF PLANNING, RESEARCH AND DEVELOPMENT

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# INTRODUCTION TO THE GUIDELINES

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Purpose  
Enabling Legislation

## PURPOSE

In order to provide more rapid service to property owners who desire to make certain changes to their property, an administrative review process has been implemented.

Administrative review will be conducted by the Director of the Department of Planning, Research and Development, or his designee, for items deemed more substantial than ordinary repair or maintenance for properties designated by an H-overlay. Such items may require a building permit, but do not warrant review by the Historic Landmark Commission. Such items will be reviewed for approval by the Director or his designee and returned to the Department of Public Inspection. The following items will be provided with administrative review:

1. Landscape materials, including vegetation, irrigation and xeriscaping in the front, rear, side yards and parkways;
2. New fencing on the front, rear, and side yards;
3. Wrought iron security coverings for windows and doors;
4. Exterior accessibility ramps;
5. Skylights;
6. Off-premise and on-premise commercial and residential signs within historic districts;
7. Replacement of garage or household exterior doors that match the original doors;
8. Walkways, driveways and aprons;
9. Swimming pools in the rear yard;
10. Routine maintenance, including but not limited to: painting, re-roofing, repair of walks, driveways, fences, and installation of windows.

**NOTE:** Applicants aggrieved by a decision of the Historic Landmark Commission may appeal to City Council, using the procedure identified in Section 20.67.180.

## ENABLING LEGISLATION

The City of El Paso made a commitment to historic preservation in 1978, when City Council passed the El Paso Landmark Preservation Ordinance Number 6243. City Council found and declared that as a matter of public policy:

**"The protection, enhancement, preservation and use of historic landmarks is a public necessity and is required in the interest of the culture, prosperity, education and general welfare of the people."**

The purposes of the ordinance are:

**"To protect, enhance and perpetuate historic landmarks which represent or reflect distinctive and important elements of the city's, state's, or nation's architectural, archaeological, cultural, social, economic, ethnic and political history and to develop appropriate settings for such places;**

**To safeguard the city's historic and cultural heritage, as embodied and reflected in such historic landmarks by appropriate regulations;**

**To stabilize and improve property values in such locations;**

**To foster civic pride in the beauty and accomplishments of the past;**

**To protect and enhance the city's attractions to tourists and visitors and provide incidental support and stimulus to business and industry;**

**To strengthen the economy of the city;**

**To promote the use of historic landmarks for the culture, prosperity, education and general welfare of the people of the city and visitors to the city."**

# APPLICATION PROCESS

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Procedures to Follow by Type of Request  
Approval Process for Historic Preservation - Flow Chart  
Administrative Review Process  
Appeal Process

## PROCEDURES TO FOLLOW BY TYPE OF REQUEST

There are two procedures available to property owners making changes to historic properties, in both cases, all proposals must comply with existing City Codes and with the Administrative Review Design Guidelines:

### ADMINISTRATIVE REVIEW

(staff review - 5 days or less)

- **Landscape:** materials including vegetation, irrigation, xeriscaping in the front, rear, side yards, including ground cover on parkways.
- **Fences:** new fencing on the front, rear and side yards.
- **Wrought iron:** security grills for windows and doors.
- **Ramps:** exterior accessibility ramps.
- **Skylights**
- **Signs:** off-premise and on-premise commercial and residential signs.
- **Doors:** replacement of garage doors and other exterior doors that match the original doors.
- **Concrete:** walkways, drive-ways and aprons.
- **Swimming pools**
- **Routine Maintenance:** including but not limited to painting, re-roofing, repair of walks, driveways, fences and installation of windows.

### HISTORIC LANDMARK COMMISSION REVIEW

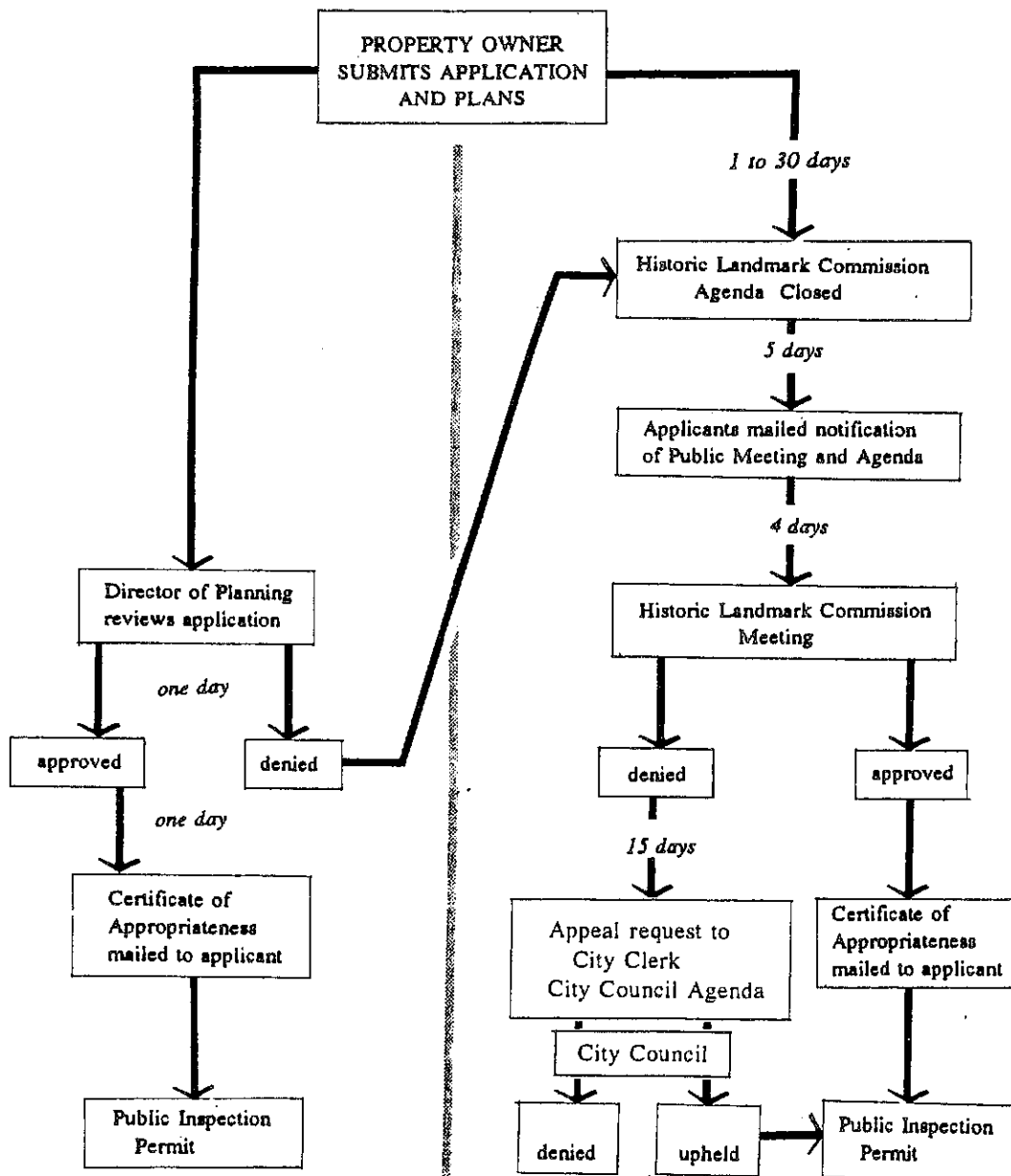
(public hearing - 30 to 54 days)

- **All new construction** - residential, commercial and additions.
- **Exterior remodeling** - changes to facades, porches, garages and appurtenances.
- **Demolition** - razing of any structure in a historic district or with an H-Overlay.
- **Demolition by Neglect** - Review and hearing of complaints concerning violation of this ordinance.
- **H-Overlay** - Review and recommendation of historic properties for designation to the City Council.
- **Historic Interiors** - changes, beyond normal maintenance, to the following public places:
  - 1.- Camino Real Hotel: original lobby
  - 2.- Cortez Building: lobby
  - 3.- Plaza Theater: all interior
  - 4.- State National Bank: all original interior
  - 5.- Bassett Tower: lobby
  - 6.- U.S. Downtown Post Office: public interior
- **Any item failing to comply with approved guidelines or appeals of the Administrative Review Process.**

# APPROVAL PROCESS FOR HISTORIC PRESERVATION

## ADMINISTRATIVE REVIEW

## HISTORIC LANDMARK COMMISSION REVIEW





## 1. DOCUMENTATION REQUIREMENTS

A. Fill out an application form from the Office of Historic Preservation, 8th floor, Department of Planning, City Hall.

B. Submit necessary drawings for the intended scope of work.

C. Documents to include the following:

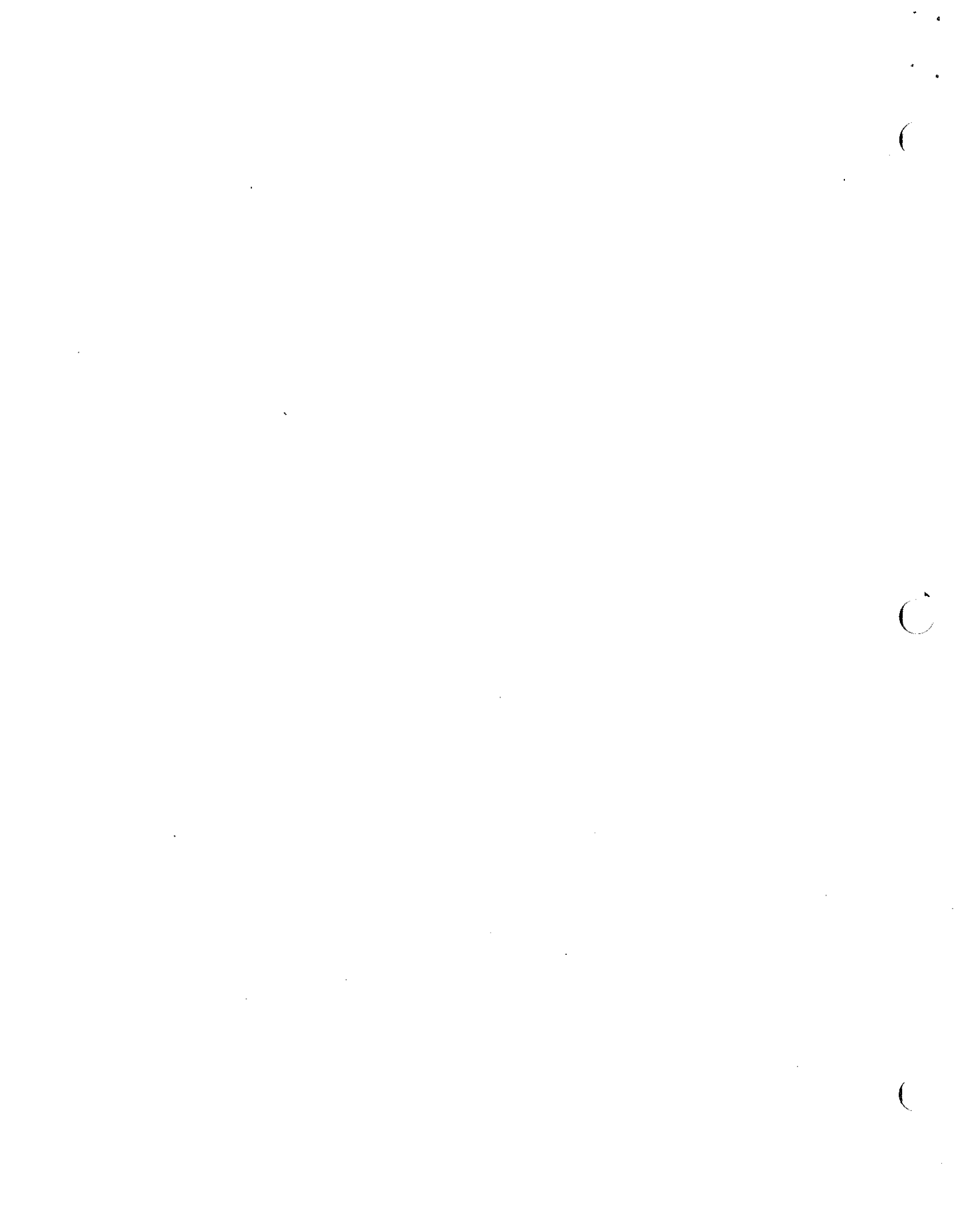
- site plan clearly indicating, additions, improvements or changes;
- drawings for new signs, fencing, security grills or swimming pools;
- photographic samples;
- description of proposed work, including colors.

## 2. OUTCOME OF ADMINISTRATIVE REVIEW

- Approval without conditions
- Approval with conditions
- Delayed for complete documentation
- Denial

## APPEAL PROCESS

If the applicant disagrees with the decision of the Administrative Review, that person has the right to request an appeal to the Historic Landmark Commission within 15 days from the date of review. Such a request must be submitted in written form.



# ADMINISTRATIVE GUIDELINES FOR HISTORIC PROPERTIES

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Landscaping  
Fencing  
Security Grills  
Accessibility Ramps  
Lights  
Signs  
Doors  
Driveways and Walks  
Parkways  
Swimming Pools  
Exterior Windows  
Colors

## LANDSCAPING

### *Vegetation, irrigation, xeriscaping, and desert landscaping in the front yard, rear yard, side yards and parkway.*

The purpose of this section is to preserve, protect and enhance the ecological and aesthetic environments of El Paso's historic landmarks. The following recommendations are made to promote and encourage the planting of plant materials with low water requirements. Our yards do not have to be devoid of trees and other plants to be water smart. Grass and sod may be removed from front yards, side yards on a corner and parkways provided that not more than 50% of the area is covered with gravel or other masonry. Except for walks, concreting of lawns is *not* recommended. Rear yards, especially those that are hidden from view by fencing, may be more extensively covered by an impervious surface. Parking is prohibited on parkways and is *not* recommended on front lawns (Section 20.67, Historic Landmark Ordinance).

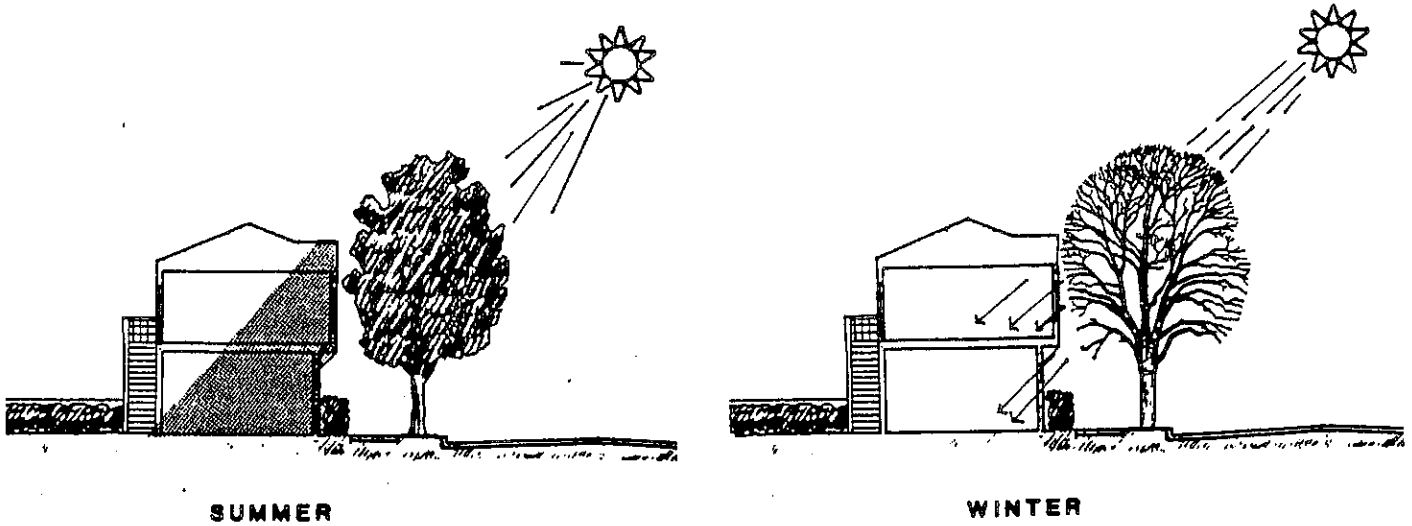
Manhattan Heights, Sunset Heights, and Old San Francisco historic districts are also in the National Register of Historic Places. The Secretary of the Interior's Standards for Rehabilitation recommends preserving streetscape, and landscape features which are important in defining the overall historic character of the neighborhood. Such features can include streets, alleys, paving, walkways, street lights, signs, benches, parks, gardens, and trees.

Understanding how the sun's rays move across your site will enable you to use solar radiation, not fight it. The placement of deciduous plants to shield hot southern and western exposures can help keep your house cool in the summer. During winter months, deciduous plants lose their leaves; this affords your house additional sun exposure. Sun angles at different times of the year produce different shadow lengths. Keep these in mind when determining proper plant placement. In arid areas, eastern exposures are optimal areas for gardens and high activity areas. This is because the sun's rays are not as direct or intense as they are later in the day. Therefore more moderate climatic conditions occur.

Plants can be used to buffer a residence from hot summer sun as well as from harsh winds, dust, noise, air pollution and undesirable views. Buffers of plants often provide transition areas from wide open spaces to more interior personal spaces. Entry ways affected by harsh winter winds or solar exposure are excellent areas for buffer use.

In recent years, inorganic materials (e.g. rock, stone, etc.) have become increasingly popular to use as landscape materials. This is due to their relatively low maintenance requirements and their aesthetic compatibility with the desert landscape. The selection and placement of rock and stone materials in residential yard areas is particularly important from the standpoint of solar radiation, it is important to remember that all rock tends to retain heat (i.e. it serves as a heat sink) for relatively long periods of time. Such retained heat can increase utility bills for cooling in the summer. Therefore, if rocks are used in a landscape, locate them away and preferably downwind from the residence, or place them under deciduous plant materials.

## SOLAR RADIATION



**SUMMER**

A CALCULATED OVERHANG PREVENTS THE HIGH SUMMER SUN FROM PENETRATING THE SOUTH FACING WINDOWS. DECIDUOUS TREES LOCATED ON THE SOUTH SIDE ASSIST IN PROVIDING DESIRED SHADE.

**WINTER**

LARGE AREAS OF SOUTH-FACING GLASS PERMIT RAYS OF LOW-LYING SUN TO PENETRATE HOME WHERE RADIANT HEAT IS TRAPPED. THE FLOOR AND INTERIOR WALLS OF THE HOUSE STORE THE HEAT; AND CONDUCTION AND CONVECTION DISTRIBUTE THE HEAT NATURALLY THROUGH THE HOUSE.

**INORGANIC MATERIALS.** The use of rock and stone is appropriate in many residential landscapes if carefully planned. But, overuse can quickly create an adverse "hot box" situation. Avoid placing rock materials in areas immediately adjacent to the house since rock will absorb heat and transfer it ultimately to your home. Use different plant materials (i.e. dwarf lantern) instead that can substitute as a pleasing and low maintenance alternative and still provide a cooling effect for a residence. The placement of rock materials under deciduous plant materials and up-wind from your house will create a heat source for your house during winter. In summer, the deciduous plant materials will shade the rock material and keep it from absorbing heat. By using inorganic materials and plant material, you will have less lawn areas to maintain and the opportunity to create some interesting landscape designs.

**SUGGESTED LIST**

The following lists are not intended to be comprehensive, and other plant materials may be available.

**SMALL TREES - 25' TALL**

Scientific Name	Common Name
<i>Acacia farnesiana "smalii"</i>	Sweet Acacia
<i>Cercis Canadensis var. mex or tex</i>	Mexican Redbud
<i>Juniperus scopulorum</i>	Rocky Mtn Juniper
<i>Lagerstroemia indica</i>	Crepe Myrtle
<i>Leuceana retusa</i>	Goldenball Leadtree
<i>Pinus edulis</i>	Pinyon Pine
<i>Rhus Lanceolata</i>	Flameleaf Sumac
<i>Sophora affinis</i>	Eve's Necklace
<i>Sophora secundiflora</i>	Texas Mt Laurel
<i>Ugnadia speciosa</i>	Mexican Buckeye
<i>Vitex agnus-castus</i>	Vitex, Chaste Tree

**MEDIUM TREES - 25' to 50' TALL**

Scientific Name	Common Name
<i>Arbutus texana</i>	Madrone
<i>Chilopsis linearis</i>	Deser Willow
<i>Cupressus glabra</i>	Arizona Cypress
<i>Prosopis pubescens</i>	Screwbean Mesquite
<i>Prosopis glandulosa</i>	Honey Mesquite
<i>Quercus texana</i>	Texas Red Oak
<i>Ulmus parviflora</i>	Lacebark Elm

**SUGGESTED LIST**

The following lists are not intended to be comprehensive, and other plant materials may be available.

**LARGE TREES - 50' TALL**

Scientific Name	Common Name
<i>Gleditsia triacanthos intermis</i>	Thornless Honeylocust
<i>Pinus pinea</i>	Italian Stone Pine
<i>Pinus elderica</i>	Afghan, Mondel Pine
<i>Pistacia chinensis</i>	Chinese Pistache
<i>Quercus macrocarpa</i>	Bur Oak
<i>Quercus virginiana</i>	Live Oak

**GROUND COVER**

Scientific Name	Common Name
<i>Oenothera speciosa</i>	Pink Evening Primrose
<i>Dicondra brachypoda</i>	Dicondra, Ponyfoot
<i>Buchloe dactyloides</i>	Buffalograss
<i>Boutelous gracilis</i>	Blue Grama
<i>Gutierrezia sarothrae</i>	Broom Snakeweed
<i>Herperaloe parviflora</i>	Red Yucca
<i>Verbena bipinnatifida</i>	Prairie Verbena
<i>Pennisetum villosum</i>	Hueco Mountain Grass

**SUGGESTED LIST**

The following lists are not intended to be comprehensive, and other plant materials may be available.

**SHRUBS**

Scientific Name	Common Name
<i>Rhus microphylla</i>	Littleleaf Sumac
<i>Atriplex canescens</i>	Four-wing Saltbush
<i>Larrea Tridentata</i>	Creosote
<i>Yucca elata</i>	Yucca
<i>Dasyliirion wheeleri</i>	Sotol
<i>Ephedra antisyphilitica</i>	Morman Tea, Joint Fir
<i>Rhus virena</i>	Evergreen Sumac
<i>Fouquieria splendens</i>	Ocotillo
<i>Acacia constricta</i>	White Thorn
<i>Dalea Formosa</i>	Feather Dalea
<i>Leucophyllus frutescens</i>	Texas Sage, Cenizo
<i>Ungnadia speciosa</i>	Mexican Buckeye
<i>Artemesis filifolia</i>	Sand Sagebrush
<i>Fallugia paradoxa</i>	Apache Plume
<i>Ericameria larcifolia</i>	Larchleaf Goldenweed
<i>Cassie wisiceni</i>	Canyon senna
<i>Rhus aromatica</i>	Aromatic Sumac
<i>Berberis trifoliolata</i>	Agarito, Algerita



## SUGGESTED LIST

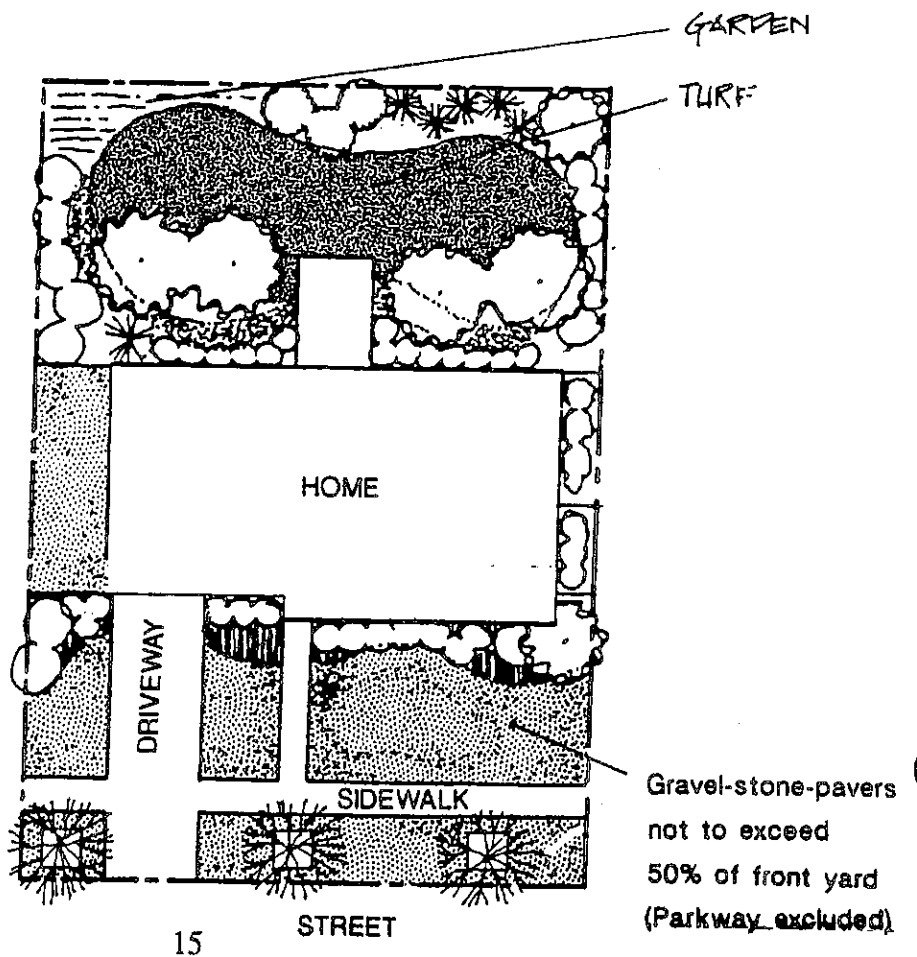
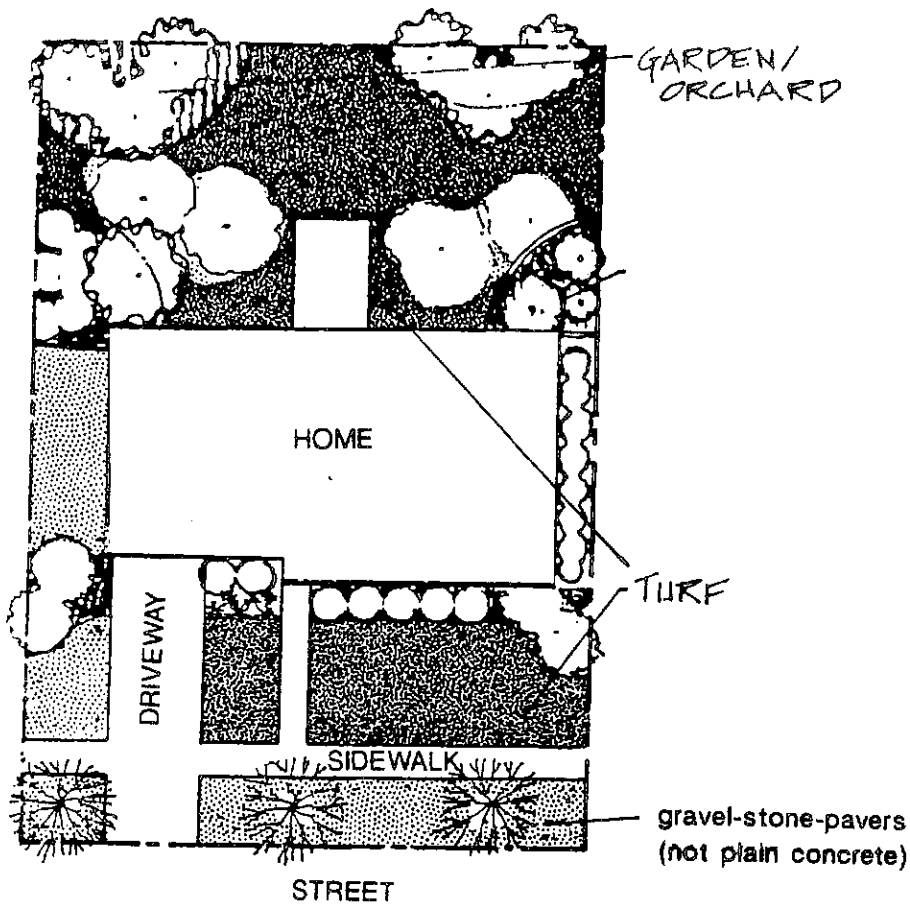
The following lists are not intended to be comprehensive, and other plant materials may be available.

### FLOWERS

Scientific Name	Common Name
<i>Viguiera stenoloba</i>	Skeletonleaf/Goldendeye
<i>Penstemon ambiguus</i>	Pink Plains Penstemon
<i>Eschscholzia mexicana</i>	Mexican Golden Poppy
<i>Baileya multiradiata</i>	Desert Marigold
<i>Berlandiera lyrata</i>	Chocolate Daisy
<i>Ratibida Columnaris</i>	Mexican Hat
<i>Psilostrophe tagetina</i>	Paperflower
<i>Zinnia grandiflora</i>	Plains Zinnia
<i>Melampodium leucanthum</i>	Blackfoot Daisy

**NOTE:** Landscaping proposed for parkways, rights of way, and other areas where vegetation might obscure traffic sight distances, must get approval from the Department of Traffic and Transportation and must comply with City Ordinance.

# Examples of landscaping for desert climates

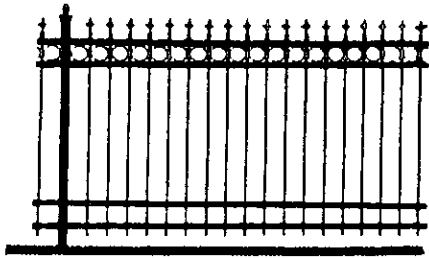


## FENCING

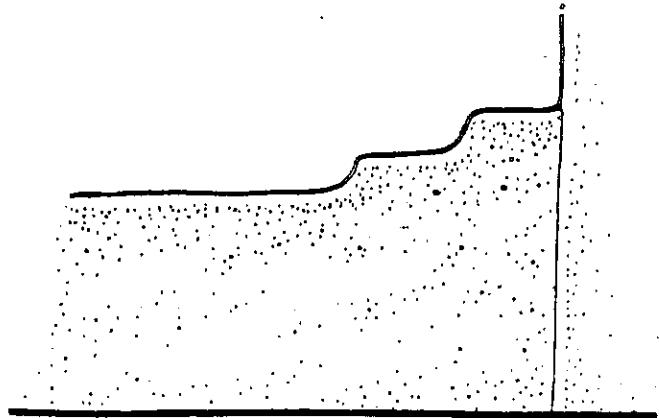
If fencing is to be used, it should be incorporated into the overall design. Construction of new fences and cement of older-existing fences should be of compatible materials, in order to complement the building and the neighborhood. Brick, stone and wrought-iron are generally acceptable materials but each case should be decided individually. For instance, brick and wrought iron, are appropriate fencing materials. Wood fencing is also appropriate in some of the older districts such as Magoffin and Sunset Heights. Fencing on interior side yards may be built to the maximum allowed by ordinance.

Cinder block and chain link are not historic materials and are subject to review and approval by the Historic Landmark Commission.

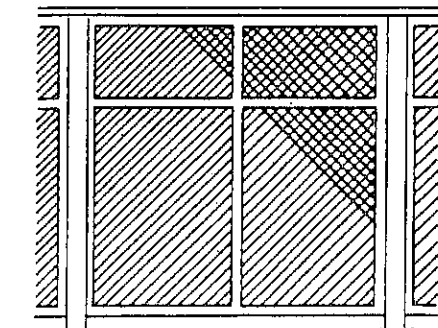
The height of the proposed fence should complement the structure and should not obstruct the street's view of the building. "No person shall construct or reconstruct, or cause to be constructed, any fence or wall on a corner lot if the top of such fence or wall is more than three feet above the level of the centerline of the nearest abutting street, and such fence or wall is within a triangle formed by the intersecting property lines and a line joining the property lines at points twenty feet from their point of intersection. Provided, this subsection shall not apply to a retaining wall necessary for the support of the lot, nor to a wall of a building when the building legally extends into such triangle" (Chapter 12.68.020 City Ordinance). Any proposed fence higher than 32" solid or 48" open, measured from ground level, at front property line or side yard property line on a corner lot, shall be reviewed by the HLC. Any proposed fence higher than 6 ft., between buildings on an interior property line or across the rear property line, shall be reviewed by the HLC.



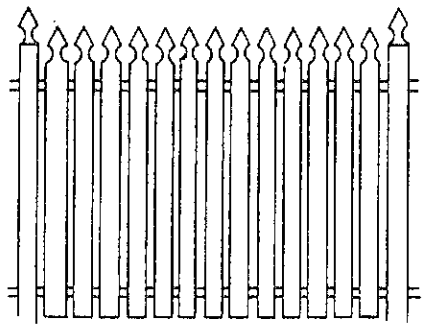
Free standing wrought-iron fence



Stucco on masonry wall

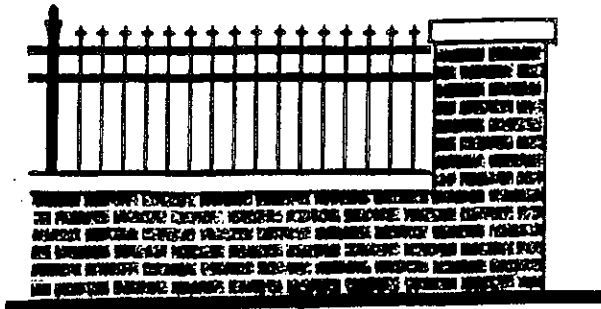


CRISSCROSSED THIN LATH

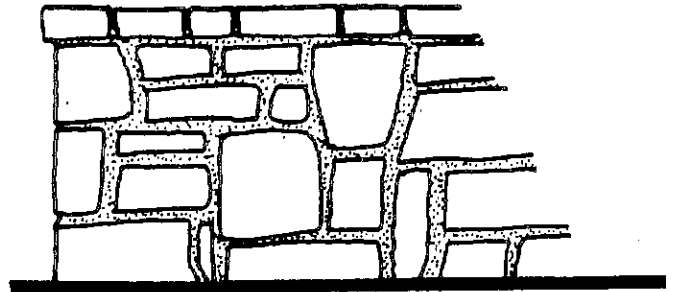


COLONIAL

# FENCING



Brick with wrought-iron



Stone

## RECOMMENDED FENCING BY DISTRICT

HISTORIC DISTRICT	WROUGHT IRON	MASONRY	WOOD	STUCCO
Ysleta	**	**	**	**
Mission Trail	**	**	**	**
Austin Terrace	**	**		
Manhattan Heights	**	**	**	
Sunset Heights	**	**	**	
Old San Francisco	**	**		
Downtown	**	**		
Magoffin	**	**	**	
Chihuahuita	**	**		**

## SECURITY GRILLS

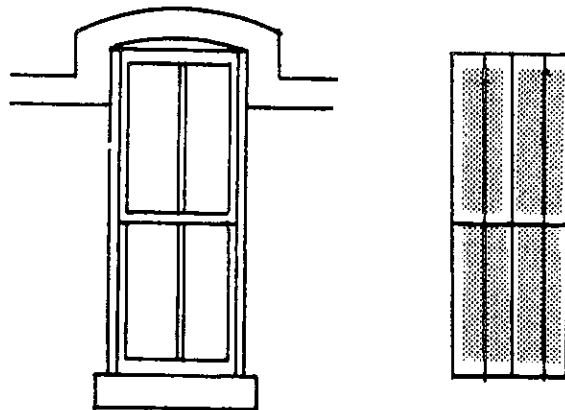
Security in El Paso in Historic Districts has become an important factor for citizens to contend with. The security measure most visible throughout the city, are "security bars." Originally, bars and grill work was more of a decorative treatment found in Mediterranean style architecture. Regardless of whether bars are used for security or decoration, improper design and color can adversely affect the architectural style and design of a facade.

Bars can also be mounted within the window opening on the exterior of the building. Each case will be considered individually, in order to determine the impact of bar installation on the structure.

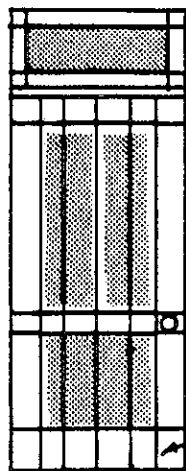
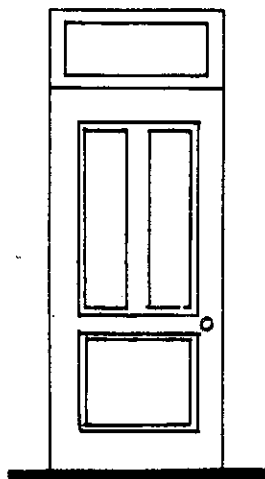
*All proposals to enclose front porches should be reviewed by the Historic Landmark Commission. They are not recommended.*

Simple bar design will complement a structure far better than ornate patterns. Matte black or other dark colors are recommended. Bars should follow mullions of windows or equal divisions of lights.

A permit for security installation must be obtained from the City Department of Public Inspection. Public Inspection will approve only those grill design, in which the grills over the bedroom windows can easily be pushed open from the inside. This is a precautionary measure in case of fire.



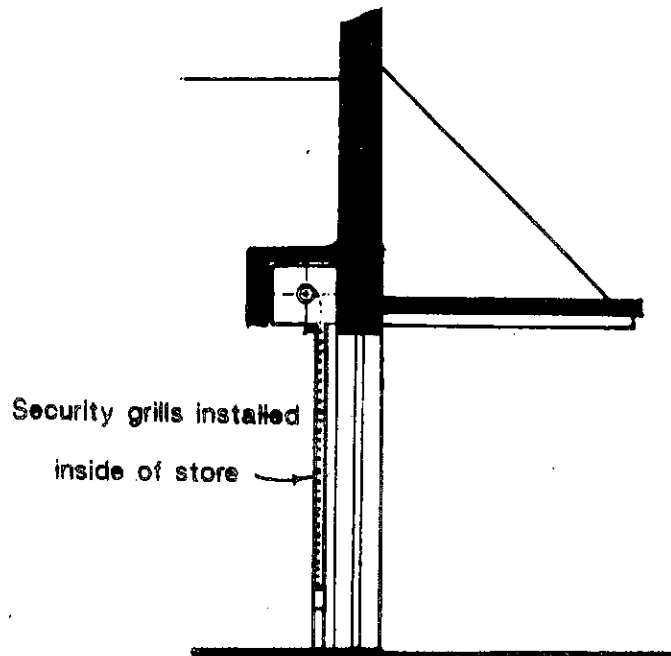
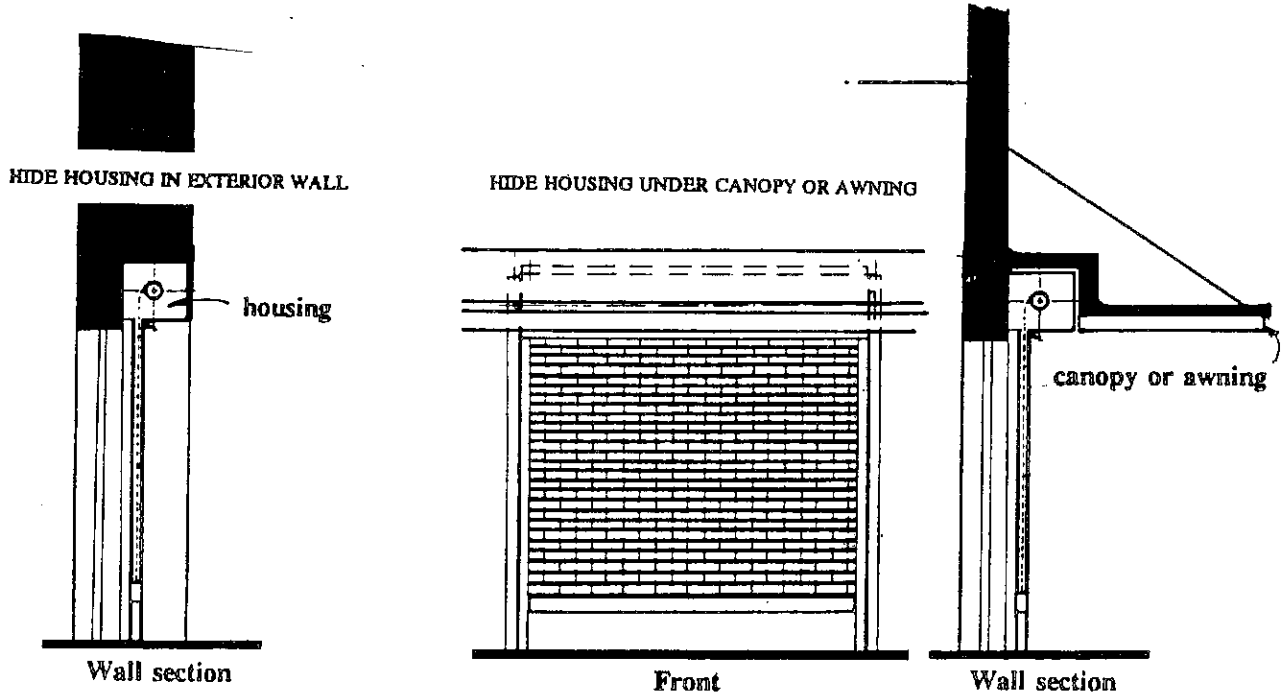
Space bars to coincide with vertical & horizontal mullions



Avoid solid kickplate

Space bars to coincide with lights and panels of door

- Metal security grills are permitted.
- Security grills are limited to roll-up screens, doors, and grills and shall be incorporated and concealed by a storefront awning or otherwise integrated into the design of the building facades.
- Devices housing mechanisms must not be visible.
- The curtain itself shall be of an *open mesh* design. Solid curtains are not allowed.
- Manufactured anodized finishes are recommended.



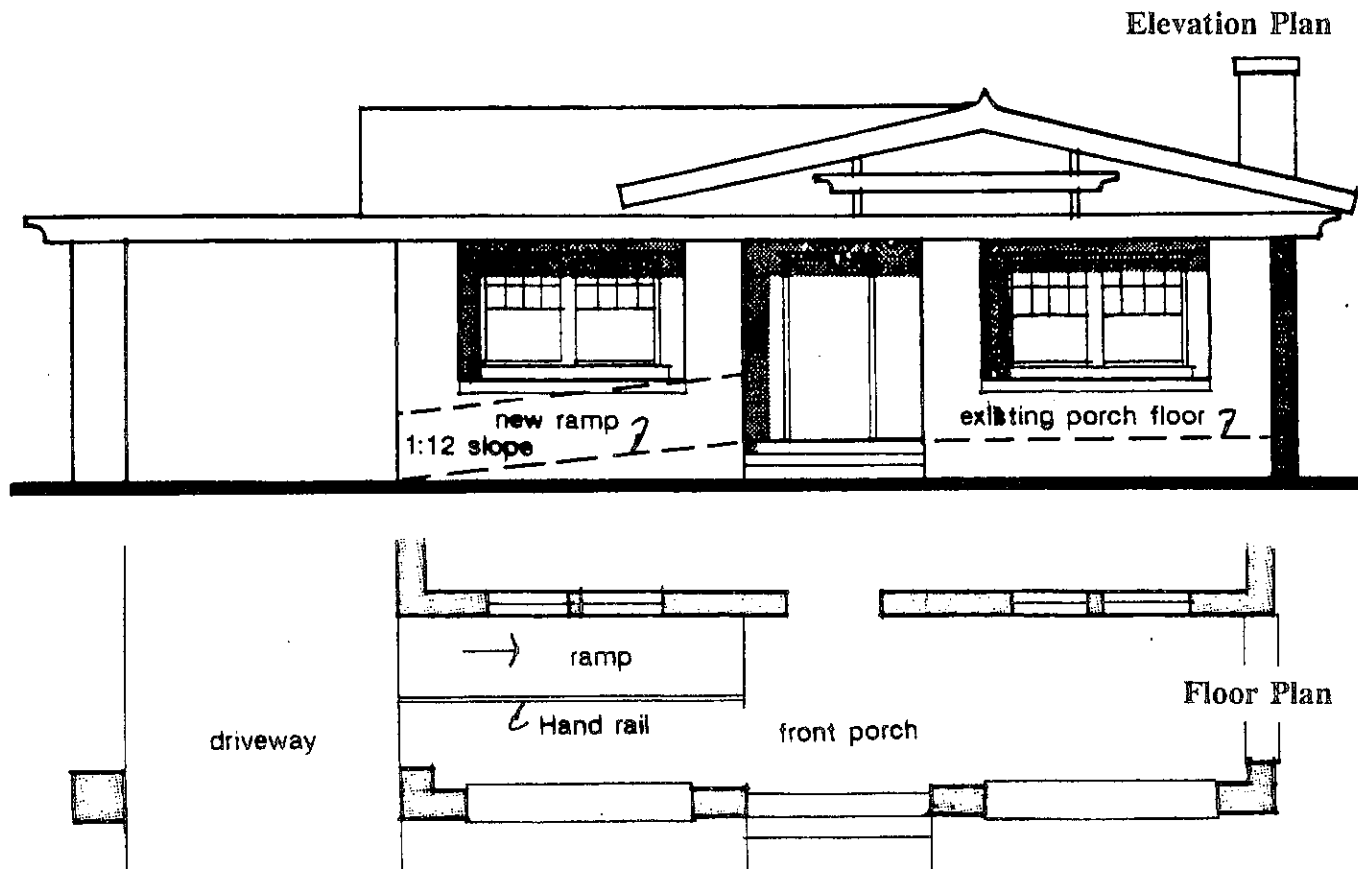
## ACCESSIBILITY FOR THE DISABLED PERSONS

The El Paso Building Codes require all new and existing buildings *open to the public* to meet basic levels of accessibility for people with disabilities. Existing private residences are excluded from this Act. However, there are disabled persons living in historic houses that may request accessibility to their property.

The ideal would be to preserve historic structures without restricting access to them. It is recommended that ramps be designed and placed where they will do the least amount of change to the historic fabric, especially the street elevation. For example, in the case of a bungalow, the ramp might be constructed inside the front porch, leading from the side driveway to the front door. Every historic residence is different and a full range of alternatives should be considered in removing architectural barriers.

Ramps shall be installed parallel to the facade and screened from view with landscaping. Temporary ramps (portable) may be used for 6 months. Installations which differ from these guidelines may be granted by the Historic Landmark Commission. The goal should be a responsible balance between accessibility and preservation and to reconcile these challenges with care and sensitivity.

All applications must also be reviewed and approved for compliance with the accessibility standards by the Department of Public Inspection.



## SKYLIGHTS

Small skylights up to 24" X 24" may be installed on sloping roofs (not Mansards). In addition, larger sizes may also be considered for flat roofs or other roof conditions, please note that cutting rafters for larger skylights may weaken the roof structure.

**Skylights visible from the street shall be reviewed by the Historic Landmark Commission.**



## *SIGNS*

"Sign" means any outdoor display surface, structure, search light, banner, pennant, balloon or other device visible to vehicular or pedestrian traffic on a public right-of-way and used to direct attention to any business, product, commodity, entertainment or service, whether by means of words, letters, numerals, trademarks, pictures, designs, objects or by any other means (20.02.692, General Provisions and Definitions). Chapter 20.66 of the El Paso Municipal Code specifically regulates design, color, material, height, location and size of signs within the city. There are two types of signs: on-premise (those signs advertising the actual business) and off-premise (billboards).

These guidelines present recommendations for both signage types, and cover a few of the basic sign regulations only. A copy of the sign ordinance pertaining to historic structures is included in the Appendix and should be reviewed before making any decisions.

**LOCATION** - In respect to historic districts, Chapter 20, Section 66.230 of the sign ordinance specifically identifies areas restricted from signage:

**"No off-premise signs are permitted within the boundaries of the historic district and no off-premise signs shall be installed within 250 feet of the center line of streets forming the boundaries of the historic district."** (For existing nonconforming signs, refer to Chapter 20 Section 66.150 of the sign ordinance.)

Signs should not hide or cover any significant detailing and/or architectural features of the building. Off-premise signage should not cover windows, doors, or air vents. On-premise signs should be located in close proximity to the activity it is identifying. In most cases, the best location is usually above, on and/or near the front door.

**SIZE** - Signs shall not exceed thirty square feet in all commercial and manufacturing districts, and should not exceed six feet in height.

**MATERIALS** - Signs constructed for landmark buildings or sites must be made of materials attributed to the era in which the building or site was constructed. Plastics are not permitted.

**NUMBER** - For single tenant buildings there may be a maximum of one sign for each street frontage per landmark structure or site. For multi-tenant buildings, one sign is allowed for each store front tenant.

**ILLUMINATION/MOTION** - Neon is permissible if implemented appropriately. Flashing, backlit, intermittent or moving light or lights are prohibited. Twirling and/or revolving signs are prohibited.

**COLORS** - Colors should compliment building and/or the surrounding area. Fluorescent colors are not permitted.

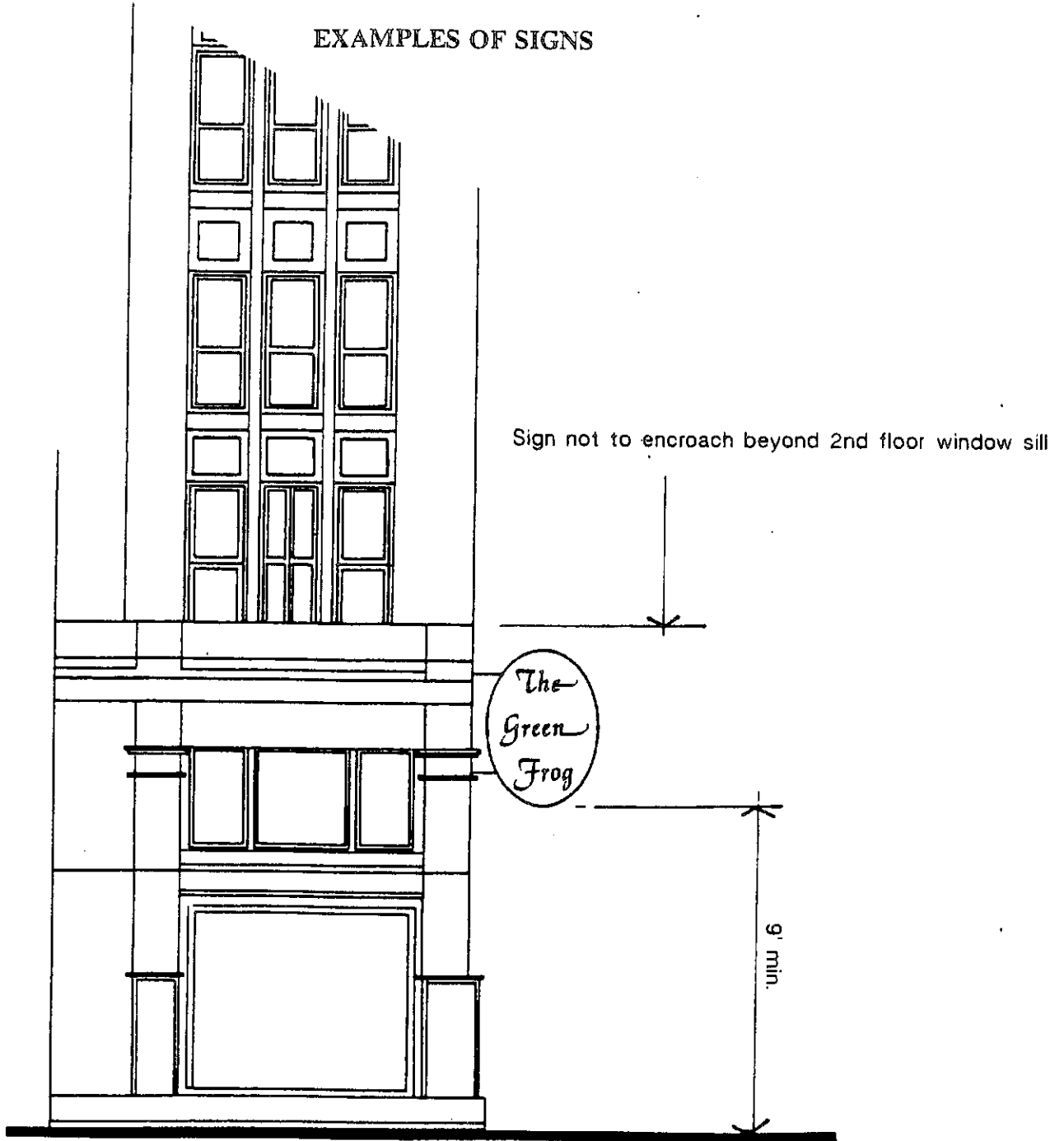
**DESIGNS** - Designs, including all lettering, should be artistic, innovative, yet compatible with the building and/or the surrounding area. Lettering should not exceed 40% of the total area.

**PROCEDURE** - Once the sign meets all other City Codes, then the sign will be reviewed either administratively or by the Historic Landmark commission for compatibility with the building and the streetscape.

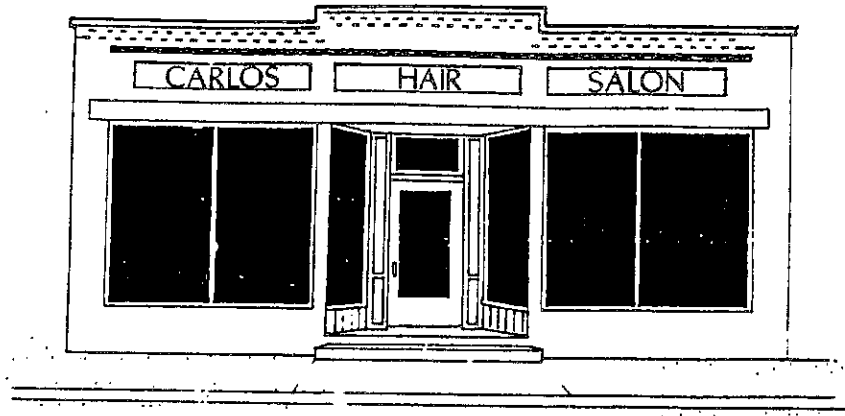
**ADMINISTRATIVE REVIEW** - All buildings rated as contributing or non-contributing in Historic Districts.

**HISTORIC LANDMARK COMMISSION REVIEW** - All buildings in the National Register or those listed as Landmarks on Historic Preservation maps.

## EXAMPLES OF SIGNS



**PROJECTING SIGNS** - Double-faced projecting wall signs must have a minimum nine foot clearance between the bottom of the sign and the ground level. Signs encroaching into or over City right-of-way, such as the sidewalk, require approval of a Special Privilege.

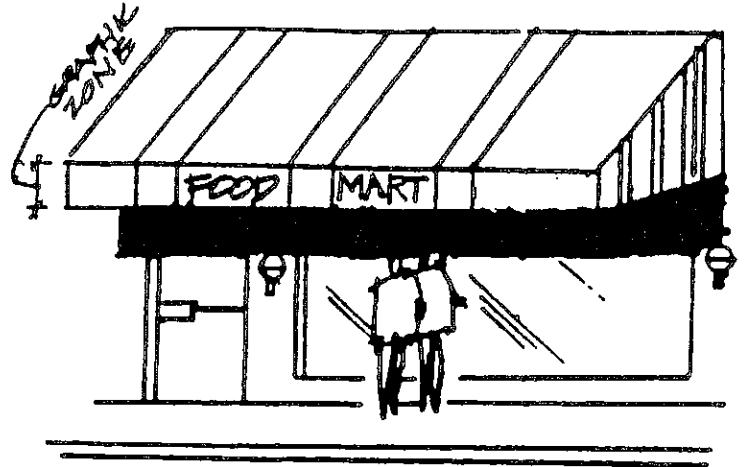
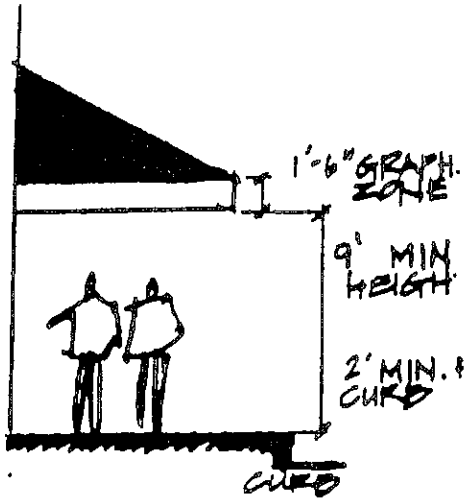


**WALL SIGNS** - A minimum border of three feet is required between the sign and the sides and the top of the building wall. There must be a minimum clearance of at least eight feet, between the bottom of the sign and the ground level of the building wall.

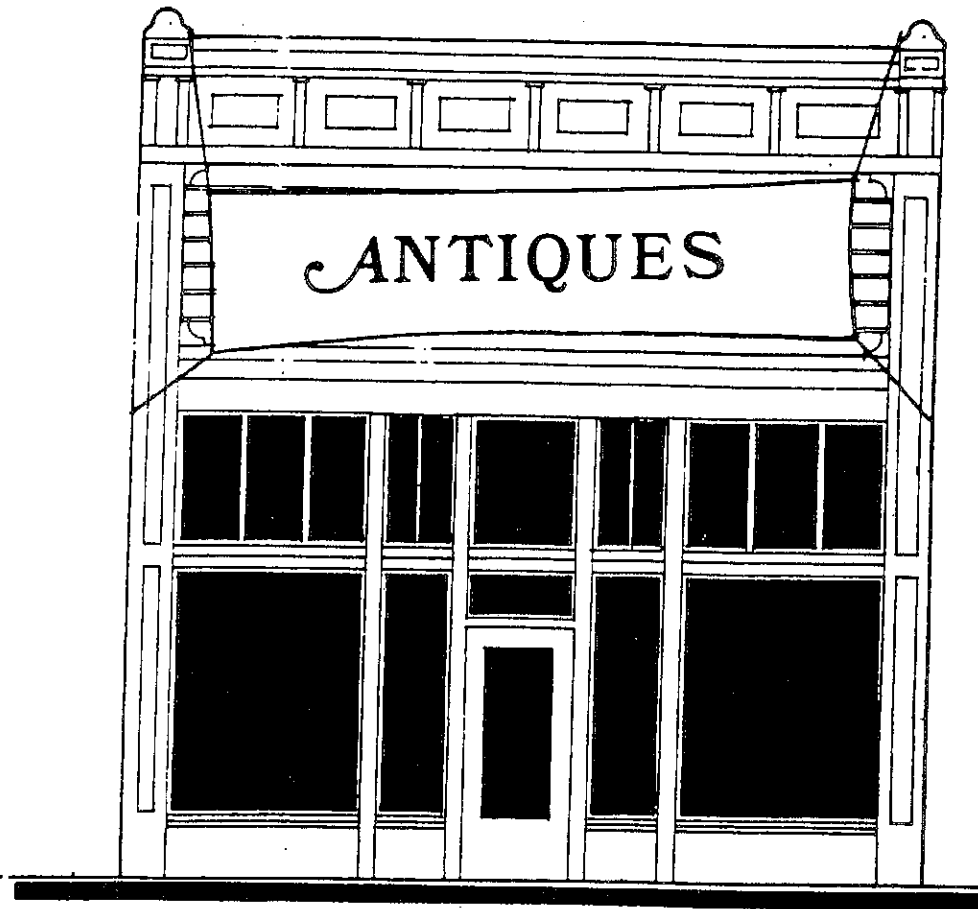
Signs mounted perpendicularly to the front facade of the building should not be attached above the sill of the 2nd story window. Signs may be placed on bland wall surfaces only.



**FREESTANDING SIGNS** - These signs may be placed in the front yard no closer than 5 feet to the property line; the setback shall be 15 feet where the property line is located at the curb line. There must be 35 feet of spacing between freestanding signs. Signs shall be pedestrian oriented and should not detract from any historic landmarks. Freestanding auxiliary signs should not exceed 2.5 feet in height and 1 square foot in area.



**AWNINGS** - Awnings made of fabric are more appropriate. Colors should coordinate and compliment the building, adjacent buildings and the general vicinity. Signage should be limited to the drop flaps of the awning. Signs encroaching into or over the City right-of-way, such as the sidewalk, require approval of a special privilege.



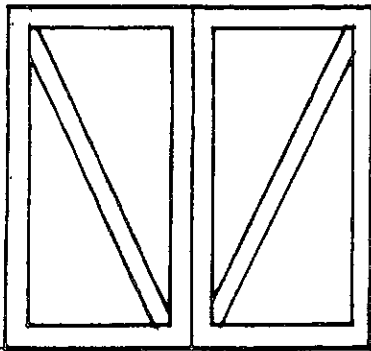
**BANNERS** - Permanent banners are prohibited. Provisional banners may be used for a period not exceeding 10 days for grand openings and charitable functions only.

## DOORS

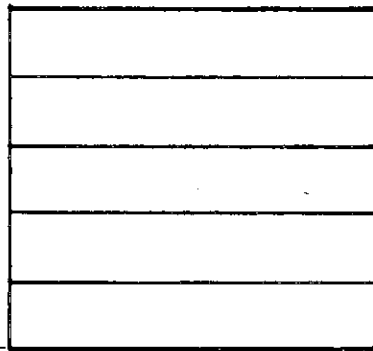
**GARAGE DOORS** - Garages were uncommon in the oldest historic districts and usually were found only in the largest homes as carriage houses. Even in the districts developed in the 20s and 30s, garages were detached and placed at the rear of the lot. Original garage doors were solid heavy wood doors that were either of a bi-fold design or rolled out on a rail.

These doors may be replaced with modern overhead doors provided:

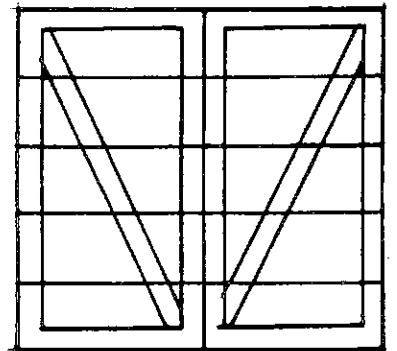
- garage doors facing the alley may be replaced without modification.
- garage doors facing the front or side street may be replaced with overhead doors that are modified with wood plant-ons to resemble the original doors.



Original door



New replacement door



New door with wood plant-ons

## EXTERIOR DOORS

All exterior doors, especially entrance doors, are important elements contributing to the character of facades. Proportion, composition in elevation, detail and trim are all essential to the overall scheme.

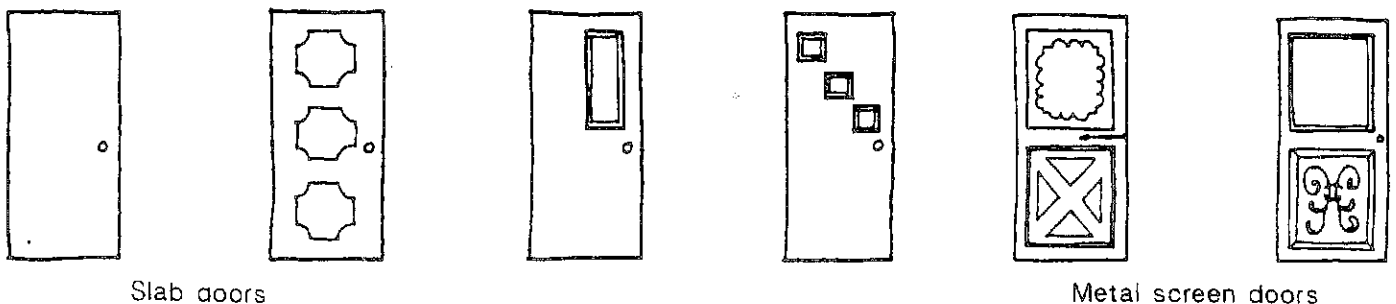
If possible, original doors should be retained. This includes glass lights, original hardware, such as doorknobs, hinges and pulls. Do not widen doorways or attempt to cut new ones, on the exterior walls of the original structure.

If existing doors are beyond repair, new ones should be installed. New doors should match original materials and should also be similar in design. *Slab doors are not recommended.*

Doors appropriate to El Paso's Historic Districts:



Not acceptable:



Slab doors

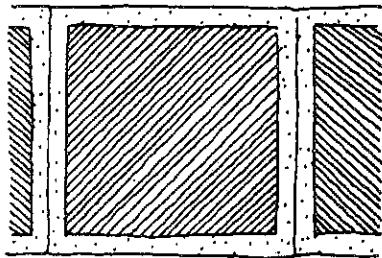
Metal screen doors

## DRIVEWAYS AND WALKWAYS

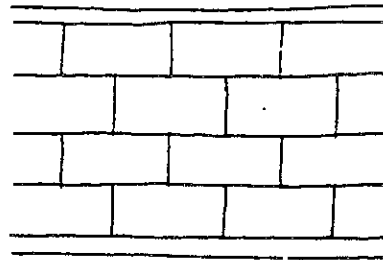
Driveways and walks may be widened or added as part of a landscaping plan. Under the criteria of Administrative Review, the maximum width of a driveway shall be 12 ft.; walkways a maximum of 5 ft. All driveways and walkways must comply with existing City building and safety codes. These additions should be carefully considered in relation to the size of the lot and the general streetscape. For instance, a circular driveway which may be appropriate for a large lot, or one several feet above the street level.

All requests for driveways and walks shall be considered on a case by case basis. Colors should be those of the natural materials.

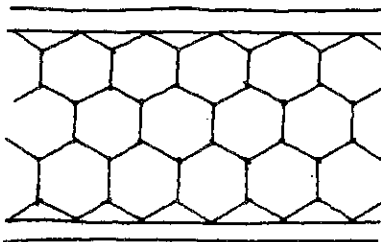
Plain & scored Concrete



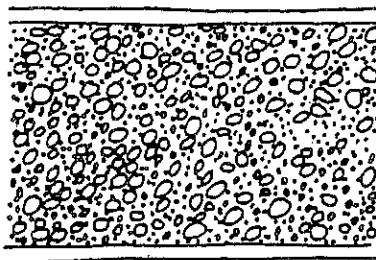
Stone



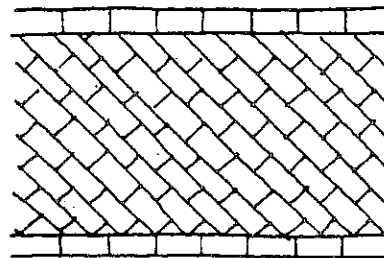
Unglazed Tile



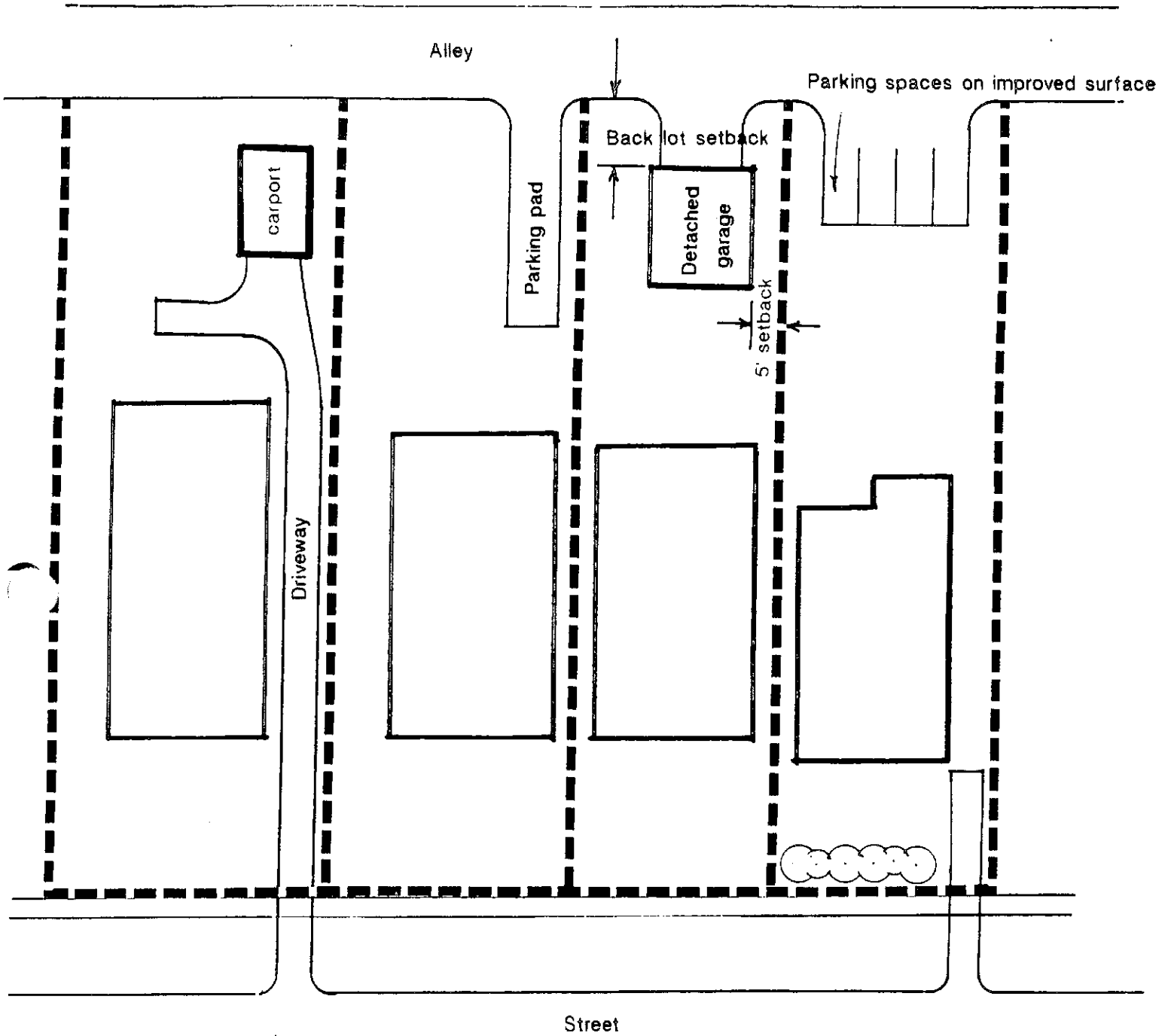
Exposed Pebble Surface



Brick







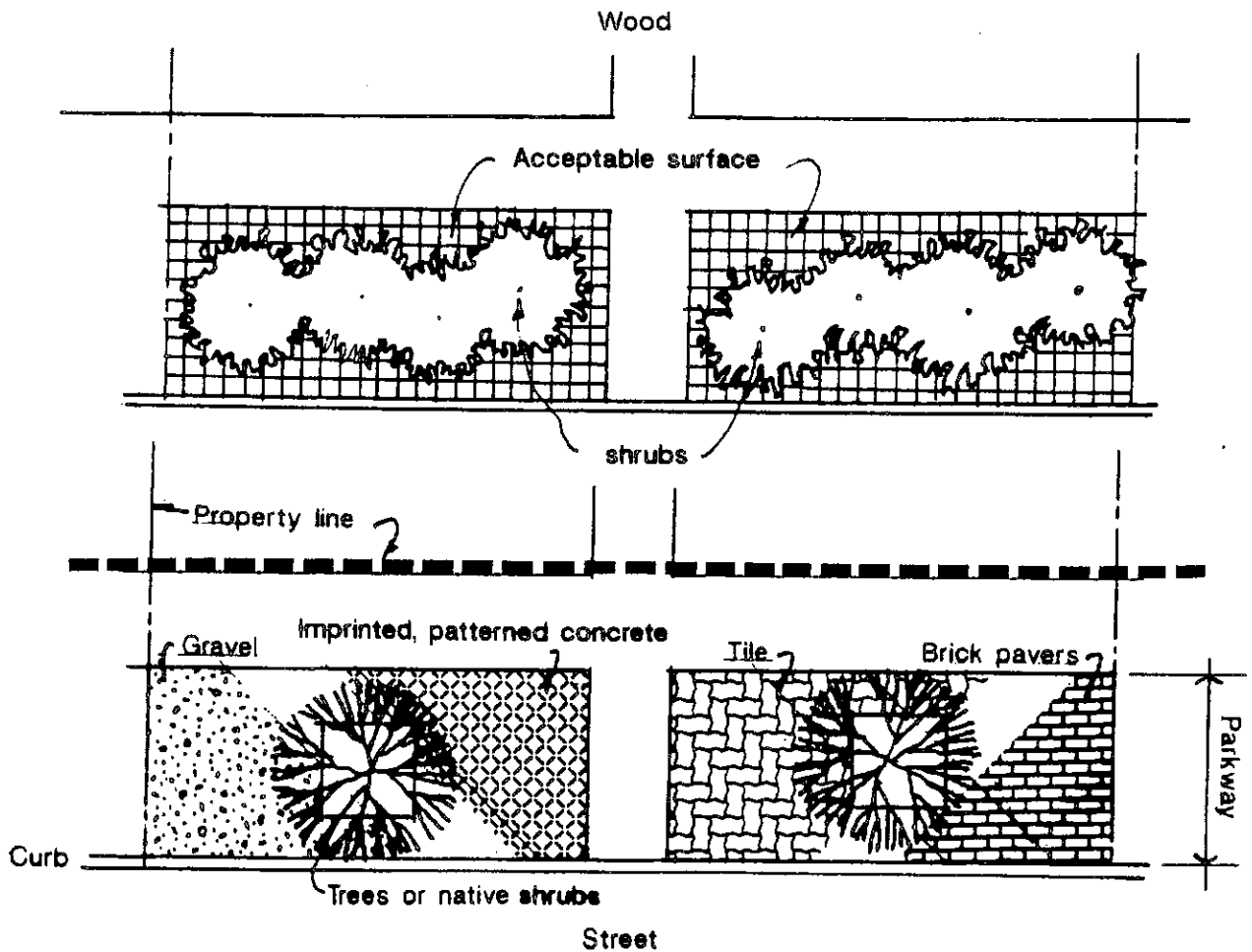
**PARKING OPTIONS**  
**for residences without garages or driveways**

## PARKWAYS

Parkways may be covered with gravel, tile, brick pavers, or stamped or imprinted concrete, as well as plant material.

Landscaping proposed for parkways, right of ways, and other areas where vegetation might obscure traffic sight distances, must get approval from the Department of Traffic and Transportation and must comply with City Ordinance, section 12.68.010.

Not more than 50% shall be impervious surfaces, the rest shall be plant material. Parkway are *not* intended for parking. Landscaping design will be at the discretion of the property owner if the parkway is 4 ft. or less in width. If landscaping would create a grave maintenance hardship, a request for consideration of an exception, allowing 100% impervious surface, may presented to the Historic Landmark Commission.



ACCEPTABLE PARKWAY LANDSCAPING

## SWIMMING POOLS

Swimming pools, with a couple of rare cases on large estates, were not original to historic districts. They should not be installed on front yards or side yards facing a street. Swimming pools in back yards will be reviewed on a case by case basis. Pools shall not displace historic landscape.

Safety requirements include fencing around the perimeter of all pools.

## WINDOWS

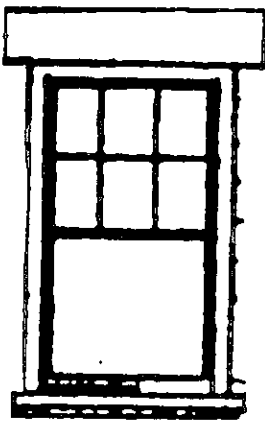
Windows are important character defining features because of significant detailing as in decorative windows, or because they help to define a pattern through the use of voids. Window design will vary with the architectural styles in El Paso's Historic Districts.

Windows should be repaired rather than replaced. In most cases this will simply entail removing old paint, installing new weather striping, and then repainting. If windows are damaged beyond repair, replacement windows should match the type, style, material and finish of the original. New wood or metal-clad wood windows, of the same design and size, may replace original windows that are beyond repair. Do not plug, cover and/or widen window opening. It is the intent of these design guidelines that replacement windows match the appearance, materials, design, color, texture, and other visual qualities of the existing windows.

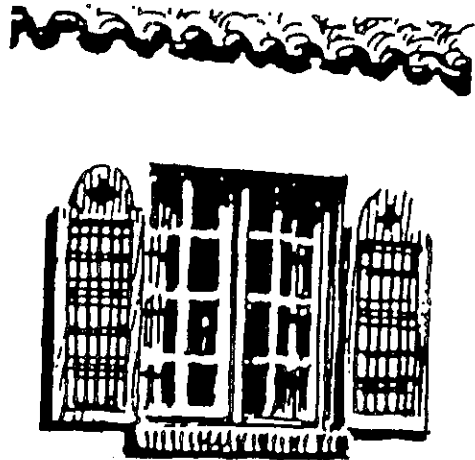
Window styles range from the basic to the ornate. Frames, lintels, and sills were constructed of stone, concrete or wood. The finish must be in character with the overall appearance of the structure and adequately complement its style.

*Installation of windows, similar to the original in appearance and structural purpose, regardless of construction materials is permitted. Mirror or reflective film is not allowed.*

The repetition of windows, in the facade of a building establishes a pattern which is sensed by a person observing a building. Architectural elements such as windows contribute to the pattern and rhythm of historic districts. New construction and additions should maintain and reinforce the existing pattern.



Wood, double-hung windows



Steel casement windows

## COLOR

El Paso's historic neighborhoods (with the exception of the Lower Valley) were created between 1880 and 1930. At this time there were limited choices of colors available. For the most part surviving historic buildings were constructed of masonry materials: brick, stone, stucco, and adobe. Wood was used on the exterior for eaves, fascia, columns, windows, and doors and trim. Wood and metal were the materials that were painted.

Today, almost any tint, shade or hue is possible. Indiscriminate choice of color can create a false historic appearance and can have a negative impact to the other buildings on the street. For this reason it is recommended that the original colors be used, and that brick and stone *not* be painted.

Because of the great diversity of the city's historic districts, colors appropriate to one neighborhood might not be suitable for another. Magoffin, Downtown, Old San Francisco, and Sunset Heights, share a common time frame and architectural vocabulary. Manhattan Heights and Austin Terrace are also related in the same way.

Because of the diversity of styles, periods and materials, it is not possible to recommend colors for all historic buildings. Each request will be reviewed individually and on its own merits.

The following reference has been recommended as a guide to appropriate color selection for buildings within various historic districts: Century of Color, Exterior Decoration for American Buildings, 1820-1920. Roger W. Moss. The American Life Foundation, Watkins Glen, New York. 219 S. Sixth Street, Philadelphia, Pennsylvania. 1981. 108 pp.

# RECOMMENDED COLOR CHART BY STYLE

	BUNGALOW	CLASSIC REVIVAL	FOUR SQUARE	VICTORIAN	MEDITERRANEAN	PUEBLO
<b>WALLS</b>						
Brick-stone	shall not be painted	shall not be painted	shall not be painted	shall not be painted		
Stucco or Adobe					white and pastel tints	white and light earth colors
<b>WOOD</b>						
Wood Trim						
Fascia	white or contrasting colors	white or contrasting colors	white or contrasting colors	white or contrasting colors	contrasting colors or natural stain	natural stain or cool colors
Columns						
Doors						
Windows						
<b>ROOF</b>						
Wood Shingle*	natural stain	natural stain	natural stain	natural stain		
Tile		shall not be painted			shall not be painted	
Composition Shingle	avoid dark colors		avoid dark colors	avoid dark colors		
Metal		contrasting color	contrasting color	contrasting color	contrasting color	
Built-up (flat)					any color	any color

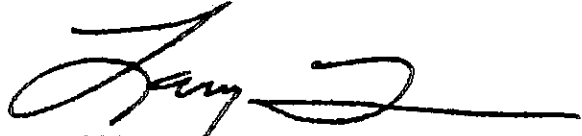
must comply with fire code

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

THAT the Administrative Review Design Guidelines are hereby adopted for use as stipulated in Subsection 20.67.100 (F) Historic Landmark Preservation, El Paso Municipal Code.


ADOPTED this 3<sup>rd</sup> day of Dec., 1996

  
\_\_\_\_\_  
Mayor


ATTEST:

  
\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
John F. Nance  
Assistant City Attorney

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
James E. Fraser  
Department of Planning, Research  
and Development

