City of Long Beach
Working Together to Serve

Memorandum

Date: April 26, 2022

To: Planning Bureau Staff

From: Alison Spindler-Ruiz, Acting Planning Bureau Manager

Subject: Administrative Procedures for Reviewing Window and Siding Materials for Non-Historic Structures in Historic Districts

This memo establishes the Planning Bureau's official procedures on how to apply the Historic District Design guidelines related to the issue of window and siding materials for existing and new structures within historic districts. The use of compatible materials for windows and siding is allowed in Historic Districts per the numerous Architectural Style Guides and Historic District Design Guidelines in accordance with the Secretary of Interior Standards. The Planning Bureau will continue to adhere to said guidelines. Repair over replacement will continue to be the most preferred strategy whenever feasible for historic contributing structures, and when replacement is necessary, original materials from the period will still be required. However, a wider range of compatible materials on non-contributing structures (i.e. structures that do not contribute to the historic significance of a district) such as detached new construction and non-contributors outside of the period of significance will be allowed subject to compatibility review through a Certificate of Appropriateness.

The Historic District Design and Architectural Guidelines call for the use of generally compatible materials, including for windows and siding, on non-contributing structures in historic districts. This memo clarifies which materials can be permitted subject to compatibility review through a Certificate of Appropriateness and establishes the Planning Bureau's interpretation of said the Guidelines, in combination with the district ordinances as well as the Secretary of Interior Standards guidelines, to guide and aid staff and the public. This effort came about through:

- A rising interest from the public in using alternative materials and concerns over how to treat contributing and non-contributing structures, including considerations related to supply chain availability, climate and energy efficiency, equity, cost, and quality considerations
- A thorough review of Secretary of the Interior Standards, the Long Beach Historic District Design Guidelines, local district ordinances, and conducting case study research on how other cities apply these standards. part from a rising interest from the public in alternative materials and concerns over how to treat contributing and non-contributing structures, including considerations related to supply chain availability, cost, energy efficiency and quality.
- A two-part study session with the Cultural Heritage Commission, informed by participation of various residents, stakeholders, neighborhood and

historic preservation groups in the City who weighed in on the process and study sessions and the Long Beach community

Effective immediately, Planning staff should implement the guidelines through the following procedures:

Contributing Structures and Non-Contributing Structures from the Period of Significance

Contributing Structures are existing structures on a property within a Historic District that were present during the period of significance and retain their historic integrity in accordance with the District Ordinance and Historic District Design Guidelines. Non-Contributing structures from the period of significance are structures that have been substantially modified or altered but are from the period and may be able to reverse alterations that allow them to contribute again to the district.

Whenever feasible, windows or siding should be repaired rather than replaced.

Replacement window and siding materials are subject to the following:

1. Vinyl materials shall not be allowed under any circumstance.
2. Only original and period appropriate materials (Table A) shall be allowed on historically significant structures including on any additions or expansions to said structures, and on historic structures which have been extensively modified and no longer retain original materials or original architectural style.

Non-Contributing Structures from Outside the Period of Significance

Non-Contributing Structures from outside the period of significance are structures that were built outside of the period of significance for the historic district. For example, if a historic district's period of significance is 1910-1940, and a structure was built in 1975, it would be considered a non-contributor from outside the period of significance.

Replacement window and siding materials for non-contributing buildings in historic districts from outside the period of significance are subject to the following:

1. Vinyl materials shall not be allowed except in limited circumstances when it is appropriate to the period in which the structure was built.
2. Substitute materials (Table A) may be used on non-contributing (aka non-historic) structures built outside of the period of significance subject to review for compatibility through the required Certificate of Appropriateness (COA) process.

Detached New Construction

"Detached New Construction" refers to new structures including accessory structures such as garages and Accessory Dwelling Units (ADUs) which are accessory in nature to the primary residence on a property. State law (California Government Code Sections 65852.2 and 65852.22) requires that ADUs must be ministerially approved.

Window and siding materials for detached new construction in historic districts are subject to the following:

1. Vinyl materials shall not be allowed.
2. Substitute materials (Figure A) may be used on detached new construction, including accessory structures and ADU's, subject to review for compatibility through the required Certificate of Appropriateness (COA) process.

Summary

Table A summarizes the Planning Bureau's official procedures on how to apply the Historic District Design Guidelines related to the issue of window and siding materials for the various types of existing and new structures within historic districts.

Building/Construction Type	Period/Original Materials	Substitute Materials*	Vinyl
Contributing structure all sides includes additions	Yes	No	No
Non-contributing structure - outside period of significance	Yes	Yes	No**
Non-contributing structure - substantial modification	Yes	No	No
Detached New Construction includes ADU***	Yes	Yes	No

Yes = can be permitted subject to COA review which is required for any exterior change including all window changeouts

* fiberglass windows, aluminum windows, aluminum clad windows, or non-wood composite siding such as fiber cement (i.e. Hardie Board) may be permitted as substitute materials subject to compatibility review

** May be allowed in limited circumstances when it is appropriate to the period in which the structure was built.

***Includes conversion of detached garage for the creation of an Accessory Dwelling Unit (ADU).